

Town of
WATERTOWN



2002 Annual Report

On the Cover:
Town of Watertown Administration Building

Town of Watertown

2002 Annual Report



The Town Seal
Designed by Charles Brigham, Architect

Story of the Watertown Seal

On the Watertown seal is a picture of an English Colonist and an Indian exchanging, as peace tokens, bread for fish. Capt. Roger Clap, who landed at Nantusket Point in 1630, and rowed up Charles River to Gerry's Landing with the first party of Watertown Colonists, records the following story of the trip:

"We went up Charles River until the river grew narrow and shallow, and there we landed our goods with much labor and toil, the bank being steep and night coming on.

"We were informed that there were hard by us three hundred Indians. One Englishman that could speak the Indian language (an old Planter) went to them and advised them not to come near us in the night; and they harkened to his counsels, and came not, I myself was one of the sentinels that first night. Our Captain was a Low Country soldier, one Mr. Southcot, a brave soldier.

"In the morning some of the Indians came and stood at a distance off, looking at us, but came not near us; but when they had been a while in view, some of them came and held out a great Bass toward us; so we sent a man with a Bisket, and changed the Cake for a Bass. Afterwards they supplied us with Bass, exchanging a Bass for a Bisket Cake, and were very friendly to us.

"O dear children! Forget not what care God had over his dear servants, to watch over and protect us in our weak beginnings. Capt. Squeb turned ashore us and our goods, like a merciless man, but God, ever our merciful God, took pity on us; so that we were supplied, first with a boat, and then caused many Indians (some hundreds) to be ruled by the advice of one man not to come near us. Alas, had they come, how soon might they have destroyed us! I think we were not above ten in number. But God caused the Indians to help us with fish at very cheap rates."

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Watertown Elected Officials

Town Council President & Member of the School Committee

Clyde L. Younger 188 Acton Street 923-0592

Council At Large

Marilyn Petitto Devaney 98 Westminster Avenue 923-0778

Sandra Kasabian Hoffman 20 Middle Street 924-7956

John H. Portz 24 Chapman Street 924-1899

Mark Sideris 30 Union Street 924-2699

District A Councillor

Salvatore Ciccarelli 228 Boylston Street 924-3332

District B Councillor

Gus Bailey 12 Thurston Road 923-2719

District C Councillor

Stephen E. Romanelli 12 Bancroft Street 926-1807

District D Councillor

Frederick L. Pugliese 167 Highland Avenue 924-1560

School Committee

Laurie J. Mastrangelo McManus 17 Channing Road 926-3187

Stephen Messina 41 Longfellow Road 923-1892

John D. Quinn 20 Bancroft Street 924-0795

Steven Aylward 154 Worcester Street 926-3539

John C. Bartley 33 Robbins Road 923-9030

Eileen Hsu-Balzer 897 Belmont Street 484-8077

Library Trustee

Ann Bloom 43 Parker Street 924-0360

Gracemarie V. LeBlanc 76 Emerson Road 924-9322

Raya Stern 207 Lexington Street 926-3609

Katherine H. Button 48 Edward Road 923-1840

Lucia Mastrangelo 25 George Street 923-0345

Alexandra Sandy Avgis Quinn 92 Bellevue Road 924-7362

Boards and Committees

Arsenal Development Corporation

John Airasian, Chairman
James I. Bean
Allison B. Carnduff
Joseph J. DiVico
James E. McDermott
Roberta A. Miller
Councillor Salvatore Ciccarelli,
Vice Chairman
Councillor Sandra Kasabian Hoffman
Councillor John H. Portz

Asa Pratt Fund

Donald MacDonald
Raya Stern
G. Jack Zollo

Bicycle Committee

Joan L. Blaustein
David Mastroianni
Peter Brooks
Caren Elizzer
Janet Jameson
Richard Fontaine
Deborah D. Peterson
Lisa Williams
Maria Saiz
David Gallagher

Board of Appeals

John W. Marshall
John J. McCarthy, Jr.
Anthony D. Furia
Elaine V. Grey
Harry J. Vlachos, Chairman

Board of Assessors

Pamela K. Davis, Chairman
Joseph B. Darby III
Elizabeth Dromey

Board of Health

Dr. Marvin L. Mitchell, Chairman
Barbara D. Beck, Ph.D.
Mary E. Colpoys, M.D.

Building Committee

TBA, Director Community Development &
Planning Department
Councillor Mark Sideris
Sally L. Dias, Ed.D.,
Superintendent of Schools
Louis M. Taverna
Thomas J. Tracy, Ex Officio, Town Auditor
Stephen Messina
Barbara Waldman
Judith M. Belliveau, Ex Officio,
School Business Office
Joseph Porcaro
George E. Whittie
Joan Romanelli

Cable TV Advisory Board

John G. Flores
Stephen Corbett
Chester Jenkins
Alfred Gasper
Gary Schwartz
Linda Tracy

Commission on Disabilities

Brian Charlson
Albert Gayzagian
Mike Cataruzolo
George Donahue
Diane Shepard
Mary Sylvester
Carol Menton
Councillor Marilyn Petitto Devaney
Kristin Larkin

Conservation Commission

Marylouise Pallotta McDermott
Kenneth L. Kimmell
Susan G. Falkoff
Brian Gardner
Leo G. Martin
Nancy H. Hammet
Charles Bering

Coolidge School Reuse Advisory Committee

John Bartley, Sr.
Christine M. Bellis
Joan Merritt Kraus
Lucia H. Mastrangelo
Michael Sherman
Curtis Whitney
Councillor Salvatore Ciccarelli
G. Jack Zollo
TBA, Director of Community Development
& Planning

Council on Aging

Harold J. Bejcek
Barbara Zenn Rediker
Jane Stodolnik
Dorothy Fleming, Vice Chairperson
Betty Finnell, Chairperson
Patricia Gold
Christopher Hursh
Marie A. Morello
Mary Keenan

Cultural Council

Laura Blaustein
Meredith Leigh Eppel
Roland J. Williston
Jonathan Hale
Kevin M. Carr
Corey F. O'Brien
Paula J. Chase
Ruth Rappaport
Barbara R. Epstein
Dawn Evans Scaltreto
Adrienne Sloane
Jeffrey Poulos

Election Commission

Demos Zevitas, Chairman
George Bogosian, Vice Chairman
Gertrude Broderick, Secretary
Curtis A. Whitney

Historic District Study Committee

Victoria Carter
Ruth Shackelford
John Hawes
Jeffrey Brown
Joan Galgay
Thayer Morgan

Historical Commission

Victoria J. Carter, Secretary
Roger Erickson
Natalie Zakarian
John L. Piantedosi
Henrietta P. Light
David J. Russo

Housing Authority

E. Joyce Munger, Chairperson
Linda Lilley
Heather Whitney (state appointee)
John O'Leary
Allen E. Gallagher

Housing Partnership

TBA, Director of Community Development
& Planning
Thomas Wade, Director Housing Authority
Marianne Cameron
Larry Young
R. Stewart Wooster
Howard Hashem
Harold Bejcek, Council on Aging
Mark Messina
James Barwell, Watertown Savings Bank
Craig McKenna, Watertown Savings Bank

Library Building Committee

Councillor Sandra Kasabian Hoffman
John E. Flynn, Town Clerk
Leone E. Cole
Patricia Ahern
David Breakstone
Marsha Lenhoff
Lucia Mastrangelo
Ann Bloom
Katherine Button
Jeffrey Follett
Gracemarie V. LeBlanc
Forrest Mack
Alexandra Quinn

Licensing Board

Donna B. Doucette, Chairman
Robert J. Whitney
George Newman

Planning Board

John B. Hawes, Jr., Secretary
G. Jack Zollo
Linda Tuttle-Barletta
Jeffrey Brown

Recycling Advisory Group

Sue Tamber,
Deputy Superintendent Public Works
Robert Giel, Vice President
Charles C. Bering
Martin Lerman

Retirement Board

Robert E. Ford, Chairman
Thomas J. Tracy, Secretary
R. Wayne MacDonald
Thomas Thibaut, Jr.
James I. Bean

Special Ed Program Committee

Councillor John H. Portz
Councillor Frederick L. Pugliese

Square Study Committee

Alex Liazos, Chairman
Clinton J. Knight, Vice Chairman
Exec. Director Watertown/
Belmont Chamber
Ernest A. Berardinelli, Jr.
Peter Brooks
Leone Cole,
Director Watertown Public Library
Ronald Dean,
President Watertown Savings Bank
Sandra C. Howard, Esq.
Betsy LaMond
Joseph P. MacDonald
Mary O'Looney
Tom Wlodkowski
Michael B. Donham
Councilor Thomas Gus Bailey

Traffic Commission

Police Chief Edward P. Deveau, Chairman
Fire Chief Paul E. McCaffrey
Gerald S. Mee, Jr., Superintendent of DPW
George Pizzuto, Wire Inspector
John Airasian
Sergeant Jeffrey Pugliese
John Bartley, Secretary
George E. Whittie

Department Heads

Mark E. Boyle, Community Development and Planning

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6417
Fax: (617) 972-6484

**Leone E. Cole, Library Director
Watertown Fee Public Library**

123 Main Street
Watertown, MA 02472
(617) 972-6434
Fax: (617) 926-4375

**Phyllis Marshall-Hartman,
Purchasing Agent**

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6414
Fax: (617) 972-6403

**Sally L. Dias, Ed. D, Superintendent
of Schools**

Watertown Public Schools
30 Common Street
Watertown, MA 02472
(617) 926-7700
Fax: (617) 926-9759

Pamela Davis, Town Assessor

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6412
Fax: (617) 972-6404

Robert Erickson, Veterans Agent

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6416
Fax: (617) 972-6403

**Mary E. Flanders Aicardi,
Personnel Director**

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6443
Fax: (617) 972-6404

**John E. Flynn, Town Clerk/Chief
Election Officer**

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6463
Fax: (617) 972-6403

Caryl L. Fox, Director, Council on Aging

Senior Center
30 Common Street
Watertown, MA 02472
(617) 972-6490
Fax: (617) 972-6493

Edward Deveau, Chief of Police

Police Department
34 Cross Street
Watertown, MA 02472
(617) 972-6533
Fax: (617) 972-6409

**Joseph J. Mahoney, Data Processing
Manager**

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6463
Fax: (617) 972-6403

Paul E. McCaffrey, Fire Chief

Fire Department
99 Main Street
Watertown, MA 02472
(617) 972-6511

**Gerald S. Mee, Jr., Superintendent
of Public Works**

Department of Public Works
124 Orchard Street
Watertown, MA 02472
(617) 972-6421
Fax: (617) 972-6402

**Thomas J. Sullivan, Recreation
Director**

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6494
Fax: (617) 972-6403

Thomas J. Tracy, Town Auditor

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6460
Fax: (617) 972-6404

Paul A. Nowicki, Treasurer/Collector

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6452
Fax: (617) 972-6403

**Thomas A. Walsh, Skating Arena
Manager**

John A. Ryan Skating Arena
1 Paramount Place
Watertown, MA 02472
(617) 972-6468, 6469
Fax: (617) 972-6498

Steven J. Ward, Health Director

Administration Building
149 Main Street
Watertown, MA 02472
(617) 972-6445
Fax: (617) 972-6403

Town Council

Report of the Town Council — Year 2002

A report to the People of Watertown

The nine members of the Town Council of the City known as the Town of Watertown are elected biennially, in odd numbered years, to serve as the legislative branch of the Town's government. Its principle function is to set policy for the administration of the Town, its general government and programs, adopt an operating budget on recommendations by the Town Manager, and serve as overseers of the various agencies of municipal government. As you will see from this report for calendar year 2002, your Town Council has been actively engaged in the performance of its responsibilities as elected representatives of Watertown's residents.

Council Membership

As a Biennial election took place on November 3, 2001, the following candidates began their two year term on January 3, 2002: Salvatore Ciccarelli, District A Councillor; Marilyn Petitto Devaney, At Large Councillor; Sandra Kasabian-Hoffman, At Large Councillor; Thomas Gus Bailey, District B Councillor; Frederick Pugliese, District D; John Portz, At Large Councillor; Stephen Romanelli, District C Councillor; Mark Sideris, At Large Councillor; and Clyde L. Younger, Council President. Valerie Papas continued as Town Council Clerk.

Highlights of 2002

The Town Council voted the following matters in order to effectuate the most optimal level of services provided to the citizens of Watertown:

- February 12, 2002: the Town Council voted to appropriate \$455,000.00 for the purpose of remodeling, reconstructing and making extraordinary repairs to the Administration Building, Police Station, Main Fire Station, Senior Center, Main Library, North Branch Library, East Branch Library, Lowell Elementary School and the High School;
- March 12, 2002: the Town Council voted to authorize a contract term of three years for the purchase of electric supply;
- April 9, 2002: the Town Council voted to appropriate \$800,000.00 for the purpose of remodeling, reconstructing, and making extraordinary repairs to the East and North Fire Stations;
- April 23, 2002: the Town Council voted to establish a Watertown Historic District in designated areas along Mt. Auburn Street;
- September 24, 2002: the Town Council entered into a Memorandum of Understanding with Harvard University College with respect to payment in lieu of taxes with the President and Fellows of Harvard University College.

Fiscal Stability

The Town Council continued the existing building blocks of working on strong fiscal management, along with the Town Manager, the Manager's Management Team and the Town Auditor which emphasized maintaining fiscal stability while providing essential services to the community.

Acknowledgments

The members of the Town Council, both individually and collectively, respectively and gratefully acknowledge the assistance of all those who have helped in the fulfillment of its mission to serve the people of the City known as the Town of Watertown. Beginning with the Town Manager, we would like to thank him for his help and efforts. We also acknowledge with thanks and pride the efforts of each and every Town employee in all town departments; along with those of the elected and appointed boards, commissions and committees. Together, these men and women make up what we refer to as the Town of Watertown.

It is the quality of their service and dedication that determines whether Watertown is a "good" place in which to live. The Town Council publicly acknowledges their willingness to serve and the work they do for the people of Watertown.

Finally, to all residents and businesses of the City known as the Town of Watertown, the President and members of your Town Council wish to thank you for the continued opportunity to serve each of you.



Standing L to R: Stephen E. Romanelli, Michael J. Driscoll, Town Manager, Frederick L. Pugliese, Valerie Papas, Clerk, Gus Bailey, John H. Portz. Seated L to R: Sandra Kasabian Hoffman, Salvatore Ciccarelli, Clyde L. Younger, Mark Sideris, Marilyn Petitto Devaney.



T O W N O F W A T E R T O W N

Office of the Town Manager
Michael J. Driscoll



To The Honorable Town Council, Residents and Taxpayers of Watertown:

On behalf of the City, known as the Town of Watertown, its employees and the distinguished members of the Town Council, I am pleased to present to you the Town of Watertown's Annual Report for the calendar year beginning January 1, 2002 and ending December 31, 2002. I believe you will find this Annual Report both interesting and informative as it recapitulates the accomplishments and achievements of the Town for the stated time frame.

Given the economic realities of the time, with a national recession, record unemployment and massive cutbacks in Local Aid by the Commonwealth, I am happy to report that the Town has weathered the storm with limited cutbacks in the delivery of local-based services. The Town has continued to be guided in its fiscal policy in following two principals; sound business practice and not deferring maintenance on its infrastructure. Physically, improvements have been made to schools, fire stations, roadways and sidewalks. Additionally, trees have been planted and the Town has once again been awarded a "Tree City" designation.

The overall goal of this administration is to provide the highest level of services to the residents of Watertown in an equitable and efficient manner, within the fiscal constraints facing the Town, while striving to provide long-term financial stability. Throughout this report the reader will find detailed narratives discussing programs and initiatives that meet this stated goal. The section below highlights some of the particularly noteworthy achievements of 2002.

- **Nine town buildings get a facelift** – In January 2002, bids were received for improvements to the Administration Building, Police Station, Main Fire Station, Senior Center, Main Library, North Branch Library, East Branch Library, Lowell Elementary School and High School (Masonry).
- **Director of Community Development and Planning announces his departure** – In January 2002, Mark E. Boyle resigned to undertake new challenges as Director of Real Estate for the Massachusetts Bay Transportation Authority.
- **Department of Housing & Community Development Grant Award – Home Improvement Program** – On February 5, 2002, Director Jane Wallis Gumble announced that the Town was awarded a FY2002 Community Development fund II (CDCD) grant in the amount of \$300,000. The grant is to help fund the continuation of the Home Improvement Program.

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- **Watertown Police Department accepted into North Eastern Massachusetts Law Enforcement Council (NEMLEC)** – On February 13, 2002, Methuen Police Chief Bruce A. MacDougall forwarded correspondence to Police Chief Edward P. Deveau indicating that the Watertown Police Department had been accepted into NEMLEC. NEMLEC is a consortium of 30 Police Chiefs representing Law Enforcement agencies from communities in Essex and Middlesex counties located in Northeastern Massachusetts. As part of the NEMLEC Compact Agreement, each member Police Chief commits the resources of their law enforcement agency to assist other member agencies in an effort to increase and improve their capabilities to provide protection of life and property thereby preserving the safety and welfare of the region.
 - **Patrol cruisers to be outfitted with Defibrillator Units** – The Watertown Savings Bank donated three (3) units to be deployed by the Watertown Police Department. On February 26, 2002, the Honorable Town Council voted to accept this gift of personal property pursuant to Massachusetts General Laws Chapter 44, Section 53A _.
 - **Purchase of electric supply through a competitive procurement process** – On March 12, 2002, the Honorable Town Council authorized a contract term in excess of three years to choose their electric supplier. This action is in compliance with Chapter 164 of the Acts of 1977, restricting the operations of the electric utility industry in the Commonwealth of Massachusetts, which allows for competition in the electric generating market.
 - **Victory Field Scoreboard goes wireless** – The Rotary Club of Watertown, Massachusetts donated an electronic, wireless remote controlled scoreboard for use at Victory Field by the Watertown Field Hockey Team, Track Teams and Watertown Youth Soccer Teams. The Honorable Town Council accepted this gift on June 25, 2002.
 - **Saltonstall Park Summer Concerts** – Beginning on June 13, 2002, “John Lincoln Wright and the Sour Marsh Boys” kicked off the 2002 concert series that attracted hundreds of residents and visitors to these community events.
 - **Memorandum of understanding with respect to PAYMENTS IN LIEU OF TAXES TO BE PAID TO THE TOWN OF WATERTOWN BY THE PRESIDENT AND FELLOWS OF HARVARD COLLEGE** – On September 24, 2002, the Town of Watertown and the President and Fellows of Harvard College (Harvard) agreed to build a mutually supportive relationship. This agreement will be for 52 years and will be based on the \$3.8 million estimated tax payment that Harvard made to Watertown in fiscal year 2002. There will be a 3% annual increase in the “Arsenal Payment” – the combination of payments in lieu of taxes (PILOT) and taxes. During the life of the Agreement, over \$480 million will be paid to the Town. If Harvard is the owner of the Arsenal Property as the Agreement enters its last year, Harvard will meet with the Town and attempt, in good faith, to negotiate a mutually satisfactory new PILOT Agreement. This collaboration also affirms the University’s pledge to contribute the sum of \$500,000 to support teaching and learning in the Watertown Public Schools. Additionally, the Agreement stipulates the establishment of the “Harvard/Watertown Community Enrichment Fund” through which an annual payment of \$100,000 will support community programs for the next 52 years.
 - **Template Voting** – A joint collaborative between the Commission on Disabilities and the Election Commission afforded the blind and the sight challenged an opportunity to cast their vote independently. This voting opportunity will be continued until Direct Recording Electronic (DRE) equipment is certified by the Secretary of State, William Galvin.
 - **Faire on the Square** – The fourth annual Faire on the Square was held on September 19, 2002. This gathering drew thousands of Watertown residents and their guests for a day of community celebration and provided outreach opportunities for a number of town-based services such as senior services, veteran services, library services, recycling services and voter registration.

What has been highlighted is only a small sampling of the breadth and width of the Town’s activities during 2002. I urge you to peruse this Annual Report to gain greater insight to the myriad of the activities of the various Town Departments.

I would like to take this opportunity to thank the residents of Watertown, its employees and the distinguished members of the Town Council for their dedication and commitment in keeping Watertown a fiscally sound community while still offering the level of services on which Watertown residents have come to depend on upon.

Sincerely yours,

Michael J. Driscoll
Town Manager

Board of Assessors

In 2002 the Assessing Department worked toward its stated mission of providing fair and equitable assessments for all Watertown taxpayers. To this end, the Assessing Department conducted a sales study and adjusted the values of all property within the Town of Watertown. The new assessments were calculated utilizing all verified 2001 arms length property transfers. The goal of this update was to generate

assessments, which accurately reflect market value as of January 1, 2002.

In December, the Town Council approved a 100% exemption increase.

The charts below show the exemption amounts for Fiscal Years 2002 and 2003. The 100% exemption increase is the maximum amount allowed by Massachusetts General Laws.

Town Council voted to double the residential exemption. This is also the maximum allowed by Massachusetts General Laws.

The Town Council also approved a 165% classification shift to Commercial, Industrial and Personal Property. The charts below show a summary of tax rates and valuation data, which reflect Fiscal Year 2003.

FISCAL YEAR	2002	2003
Exemptions:		
CLAUSE	AMOUNT	AMOUNT
22- 10% (or greater) Disabled Veterans	\$ 500	\$ 500
22E- 100% Disabled Veteran	\$1200	\$1200
17D- Qualified Widow, Aged Person, Minor Child	\$ 350	\$ 350
37A- Blind Persons	\$1000	\$1000
41C- Qualified Senior Citizens	\$1000	\$1000
TAX RATES – FISCAL YEAR	2002 (7/1/01 – 6/30/02)	2003 (7/1/02 – 6/30/03)
Residential	\$12.51	\$12.65
Commercial	\$22.66	\$22.68
Industrial	\$22.66	\$22.68
Personal Property	\$22.66	\$22.68
RESIDENTIAL EXEMPTION	\$769.51	\$820.40
VALUATIONS:		
Residential	\$2,681,934,640	\$2,837,704,401
Commercial	564,182,098	577,236,582
Industrial	178,624,030	212,281,983
Personal Property	67,596,700	80,243,343
Exempt	237,650,452	276,641,054

The Board of Assessors would like to thank the assessing staff for its hard work over the year. Cleo Poravas, Rich Brown and Irene Frain have all worked diligently to serve the residents of Watertown in an efficient and effective manner.

Treasurer/Collector/Parking Clerk

This Report on the Treasurer/Collector/Parking Clerk Office covers Fiscal Year 2002, July 1, 2001 to June 30, 2002. Schedules of Selected Financial Information, Major Categories of Receipts and Debt Principal and Interest are shown.

During FY 2002, bond principal payments were \$3,264,107 and long-term interest payments were \$1,332,784 for a total permanent debt service of \$4,596,891.

Total debt principal balance was \$27,655,443 as of June 30, 2002.

Short Term borrowings for fiscal year 2001 were as follows:

Bond Anticipation Note (BAN):

Outstanding 7/01/00	\$5,088,700
+ New Issue	5,240,000
- Retired	5,088,700
= Balance 06/30/01	\$5,240,000

Short-term interest paid in FY 2002 was \$240,371 at a net interest cost of 1.9170%. BAN's are primarily used to generate revenue needed to begin funding capital projects before permanent borrowing (Bonds) are issued. BAN's generally cost less to issue than Bonds and can be rolled over for one year.

Watertown continues to have a high rate of Real Estate Tax collections. The rate of

collection for FY 2002 Property Taxes, as of June 30, 2002, was 98.9%.

As of June 30, 2002 the following FY 2002 taxes and user charges were unpaid:

Real Estate	\$ 503,378
Personal Property	\$ 76,804
Motor Vehicle	\$ 323,479
Boat	\$ 4,965
Water	\$ 230,277
Sewer	\$ 402,135
Commercial Refuse	\$ 21,268

FY 2002 Selected Financial Information

July 01, 2001 – June 30, 2002

DEBT BALANCE (6/30/02)	\$27,655,443
Brought Forward (July 01, 2001)	\$32,180,732
Cash Received	130,929,856
Cash Paid Out	<u>124,109,083</u>
Ending Balance (June 30, 2002)	\$39,001,505

CASH MANAGEMENT

Interest Income	\$492,742
Short-Term Interest Paid	<u>240,370</u>
Net	\$252,372

OTHER INTEREST

Tax Titles	\$32,604
Late Payments	<u>154,294</u>
TOTAL	\$186,898
Total Interest Income	\$679,640
Total Short-Term Interest Expense	<u>240,370</u>
Net Interest Income	\$439,270

TAX TITLES

Brought Forward (July 01, 2001)	\$208,923
Tax Takings	73,497
Subsequent Taxes	96,831
Redemptions	(174,417)
Foreclosures	<u>(3,327)</u>
Ending Balance (June 30, 2001)	\$201,507

MAJOR CATEGORIES OF RECEIPTS

Property/Excise Taxes	\$50,104,783
Intergovernmental	13,201,389
Water/Sewer/Commercial	8,326,286
Departmental	2,657,639
Interest Earnings	679,640
Parking Fines	510,569
Fines and Forfeitures	335,113
Parking Meters	203,459
License and Permits	215,776
Payments in Lieu of Taxes	202,094
Penalty Interest & Costs	187,823

FY 2002 Principal and Interest Payments

SALE DATE	BONDED AMOUNT	PURPOSE	BALANCE 07/01/2000	PRINCIPAL PAYMENT	INTEREST PAYMENT	BALANCE 06/30/2001	Double Check
Aug-96	1,896,000	Remodeling - Town Buildings/Parks	1,181,000	240,000	48,920	941,000	
	160,000	Skating Arena Refrigeration	40,000	40,000	880	0	
	1,114,000	Water Dept. Equipment	694,000	140,000	28,765	554,000	
Subtotal:	3,170,000		1,915,000	420,000	78,565	1,495,000	
Jun-97	241,924	MWRA (Sewer I & I)	96,769	48,385	0	48,384	
Aug-97	8,055,000	Lowell School	7,245,000	405,000	349,531	6,840,000	
Oct-98	12,469,000	School (Exempt)	11,805,000	660,000	494,733	11,145,000	
	1,216,000	School (Non-exempt)	1,150,000	65,000	48,113	1,085,000	
	575,000	School (Gym)	540,000	30,000	22,635	510,000	
	1,670,000	Departmental Equipment	1,250,000	420,000	44,523	830,000	
	795,000	Computer	635,000	160,000	23,320	475,000	
Subtotal:	16,725,000		15,380,000	1,335,000	633,324	14,045,000	
May-99	338,608	MWRA (Water)	270,886	67,722	0	203,164	
		<i>FY 1999 Refunding 1988 Bond</i>	0				
	1,463,000	Fire Station	1,288,000	175,000	49,685	1,113,000	
	188,000	Library	166,000	22,000	6,414	144,000	
	189,000	Outdoor Recreation Facility	141,000	48,000	5,016	93,000	
Subtotal:	1,840,000		1,595,000	245,000	61,115	1,350,000	
Nov-00	1,850,000	Skating Arena	0	0	45,375	1,850,000	
	1,692,200	Remodeling - Town Buildings	0	0	41,755	1,692,200	
	1,400,000	Recreation (03/09/99)	0	0	34,300	1,400,000	
	956,800	Planning (Town Buildings)	0	0	23,153	956,800	
	619,800	Departmental Equipment (04/13/99)	0	0	15,003	619,800	
	215,200	Departmental Equipment (09/28/99)	0	0	5,213	215,200	
	204,000	Recreation 2 (04/13/99)	0	0	4,995	204,000	
Subtotal:	6,938,000		0	0	169,794	6,938,000	
37,308,532		TOTALS	26,502,655	2,521,107	1,292,329	30,919,548	30,919,548
				3,813,436			0
RECAP BY FUNCTION							
22,625,944		SCHOOL	20,933,684	1,199,360	923,035	19,734,324	
1,809,796		FIRE	1,386,500	208,096	58,406	1,393,604	
2,837,000		LIBRARY	166,000	22,000	71,322	2,793,000	
1,452,608		WATER	964,886	207,722	28,765	757,164	
241,924		SEWER	96,769	48,385	0	48,384	
2,283,301		SKATING ARENA	242,185	106,366	53,525	1,985,819	
2,278,910		PARKS	469,219	134,916	57,023	1,938,303	
1,700,457		DPW	808,875	271,782	43,814	1,156,893	
795,000		COMPUTERS	635,000	160,000	23,320	475,000	
1,283,592		OTHER	799,537	162,480	33,119	637,057	
37,308,532		TOTALS	26,502,655	2,521,107	1,292,329	30,919,548	30,919,548
				3,813,436			
		Difference	0	0	0	0	0

Town Auditor

Schedule A

COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES

ANNUAL CITY AND TOWN FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2002

CITY/TOWN OF: **WATERTOWN**
ADDRESS:

This report is based upon the fund account activity descriptions from the Uniform Municipal Accounting System (UMAS) of the Massachusetts Department of Revenue. Please report data for the fiscal year ended June 30, 2002. Data supplied in this report will be used by the Department of Revenue, other State and Federal Agencies, and public interest groups. The information will also be furnished to the U.S. Census Bureau. Please read instructions carefully before completing your Schedule A.
For assistance, please call your Bureau of Accounts Field Representative.

PART I GENERAL FUND REVENUES AND OTHER FINANCING SOURCES (FUND 01)		
Account Number	Item Description	Amount (Omit Cents)
	A. Taxes	
4110	Personal Property Taxes	1,507,227
4120	Real Estate Taxes	45,276,295
4150	Excise Taxes	3,321,262
4179	Penalties and Interest	136,104
4180	In Lieu of Taxes	202,094
4191	Other Taxes - Hotel/Motel	49,663
4198	Urban Redevelopment Excise	
4199	Other Taxes	174,417
	A. TOTAL TAXES (NET OF REFUNDS)	50,667,062
	B. Charges for Services/Other Departmental Revenues	
4211	Water Charges	
4212	Other Utility Charges	
4229	Other Charges	
4243	Parking Charges	
4244	Park and Recreation Charges	253,081
4246	Sewerage Charges	
4247	Trash Collection Charges	50,119
4248	Transit Charges	
4370	Other Departmental Revenues	1,931,111
	B. TOTAL CHARGES FOR SERVICES/OTHER DEPARTMENTAL REVENUES	2,234,311
	C. Licenses, Permits and Fees	
4322	Fees Retained From Tax Collections	
4400	Licenses and Permits	215,776
	C. TOTAL LICENSES, PERMITS AND FEES	215,776
	D. Federal Revenue	
4540	Unrestricted - Direct	
4580	Unrestricted - Through the State	127,042
	D. TOTAL FEDERAL REVENUE	127,042
4600	E. TOTAL REVENUES FROM STATE	13,201,389
	F. Revenues From Other Governments	
4695	Court Fines	
4720	Received From the County for Services Performed	
4730	Received From Other Municipalities for Services Performed	28,832
	F. TOTAL REVENUES FROM OTHER GOVERNMENTS	28,832
4750	G. TOTAL SPECIAL ASSESSMENTS	
4770	H. TOTAL FINES, AND FORFEITURES	845,682
	I. Miscellaneous Revenues	
4800	Miscellaneous Revenues	267,454
4820	Earnings on Investments	492,742
	I. TOTAL MISCELLANEOUS REVENUES	760,196
	TOTAL GENERAL FUND REVENUES	68,080,290
4990	J. TOTAL OTHER FINANCING SOURCES	
	TOTAL GENERAL FUND REVENUES AND OTHER FINANCING SOURCES	68,080,290
	K. Interfund Operating Transfers	
4972	Transfers From Special Revenue Funds	1,647,600
4973	Transfers From Capital Projects Funds	
4975	Transfers From Enterprise Funds	1,754,460
4976	Transfers From Trust Funds	35,000
4977	Transfers From Agency Funds	
	K. TOTAL INTERFUND OPERATING TRANSFERS	3,437,060
	TOTAL GENERAL FUND REVENUES, OTHER FINANCING SOURCES, AND INTERFUND OPERATING TRANSFERS	71,517,350

Part II General Fund Expenditures and Other Financing Uses (Fund 01)						
Account Number	Object of Expenditure	General Government (100)				
		Legislative	Executive	Accountant/Auditor	Collector	Treasurer
5100	Salary and Wages	62,845	184,834	200,383		229,375
5700	Expenditures	32,444	28,520	28,418		70,711
5800	Construction					
5800	Capital Outlay					
	TOTAL	95,289	213,354	228,801	0	300,086
Account Number	Object of Expenditure	Law Department Town/City Counsel	Public Building/ Properties Maintenance	Assessors	Operations Support	License and Registration
5100	Salary and Wages		45,580	166,621		
5700	Expenditures	210,095	177,374	16,129		
5800	Construction					
5800	Capital Outlay		102,350			
	TOTAL	210,095	325,304	182,750	0	0
Account Number	Object of Expenditure	Land Use	Conservation Commission	Other		
5100	Salary and Wages			1,099,289		
5700	Expenditures			484,495		
5800	Construction					
5800	Capital Outlay			808,976		
	TOTAL	0	0	2,392,760		
Account Number	Object of Expenditure	Public Safety (200)				
		Police	Fire	Emergency Medical Services	Inspection	Other
5100	Salary and Wages	5,474,035	5,159,881			5,705
5700	Expenditures	319,256	310,216			1,384
5800	Construction					
5800	Capital Outlay	202,649	47,330			486
	TOTAL	5,995,940	5,517,427	0	0	7,575
Account Number	Object of Expenditure	Education (300)				
		Education				
5100	Salary and Wages	19,291,332				
5700	Expenditures	6,154,998				
5800	Construction					
5800	Capital Outlay	119,295				
	TOTAL	25,565,625				
Account Number	Object of Expenditure	Public Works (400)				
		Highway/Streets Snow & Ice	Highway/Streets Other	Waste Collection & Disposal	Sewerage Collection & Disposal	Water Distribution
5100	Salary and Wages	46,820	784,292	12,876		
5700	Expenditures	228,331	468,460	2,841,696		
5800	Construction					
5800	Capital Outlay	124,528	18,601			
	TOTAL	399,679	1,271,353	2,854,572	0	0
Account Number	Object of Expenditure	Parking Garage	Street Lighting	Other		
5100	Salary and Wages			990,908		
5700	Expenditures		426,693	806,869		
5800	Construction					
5800	Capital Outlay			403,121		
	TOTAL	0	426,693	2,200,898		
Account Number	Object of Expenditure	Human Services (500)				
		Health Services	Clinical Services	Special Program	Veterans' Services	Other
5100	Salary and Wages	295,381		127,823	37,687	
5700	Expenditures	61,680		33,256	51,162	
5800	Construction					
5800	Capital Outlay			20,430		
	TOTAL	357,061	0	181,509	88,849	0

Part III	Special Revenue Funds	Federal Grants									
Account Number	Item Description	Federal General Government Grants	Federal Public Safety Grants	Federal Public Works Grants	Federal Education Grants	Federal Emergency Management Agency (FEMA)	Federal Culture & Recreation Grants	Federal Community Development Block Grants	Other Federal Housing and Urban Development Grants	Other Federal Grants	Total Federal Grants
	REVENUES										
4100	Taxes and Excises										0
4200	Charges for Services										0
4500	Federal Revenue		50,967		1,625,636			237,000			1,913,603
4600	State Revenue										0
4800	Miscellaneous Revenue										0
4820	Earnings on Investments										0
	TOTAL REVENUES	0	50,967	0	1,625,636	0	0	237,000	0	0	1,913,603
	OTHER FINANCING SOURCES										
4910	Bond Proceeds										0
4970	Transfers From Other Funds		3,443					200,000			203,443
4990	Other Financing Sources										0
	TOTAL OTHER FINANCING SOURCES	0	3,443	0	0	0	0	200,000	0	0	203,443
	TOTAL REVENUES AND OTHER FINANCING SOURCES	0	54,410	0	1,625,636	0	0	437,000	0	0	2,117,046
	EXPENDITURES										
5100	Salary and Wages										0
5700	Expenditures		85,661		1,628,513			246,674			1,960,848
5800	Construction										0
5800	Capital Outlay										0
5900	Debt Service										0
	TOTAL EXPENDITURES	0	85,661	0	1,628,513	0	0	246,674	0	0	1,960,848
	OTHER FINANCING USES										
5960	Transfers To Other Funds										0
5990	Other Financing Uses										0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0	0	0	0	0
	TOTAL EXPENDITURES AND OTHER FINANCING USES	0	85,661	0	1,628,513	0	0	246,674	0	0	1,960,848
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)		-31,250	0	-2,877	0	0	190,326	0	0	156,199
	Fund Balance Beginning of Year	0	67,993	0	341,236	0	0	72,986	0	772	482,987
	Adjustments										0
	Fund Balance End of Year	0	36,743	0	338,359	0	0	263,312	0	772	639,186

Part III	Special Revenue Funds	State Grants									
		State General Government Grants	State Public Safety Grants	State Public Works Grants	State Education Grants	Massachusetts Emergency Management Agency (MEMA)	State Culture & Recreation Grants	State Council on Aging Grants	State Library Grants	Other State Grants	Total State Grants
Account Number	Item Description										
4100	REVENUES										0
4200	Taxes and Excises										0
4500	Charges for Services										0
4600	Federal Revenue		116,026	578	1,325,254		75,967	15,116	47,415		1,580,356
4600	State Revenue										0
4800	Miscellaneous Revenue										0
4820	Earnings on Investments										0
	TOTAL REVENUES	0	116,026	578	1,325,254	0	75,967	15,116	47,415	0	1,580,356
	OTHER FINANCING SOURCES										0
4910	Bond Proceeds										0
4970	Transfers From Other Funds										0
4990	Other Financing Sources	0	0	0	0	0	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0	0	0	0	0	0
	TOTAL REVENUES AND OTHER FINANCING SOURCES	0	116,026	578	1,325,254	0	75,967	15,116	47,415	0	1,580,356
	EXPENDITURES										0
5100	Salary and Wages										0
5700	Expenditures		94,883	3,280	1,368,507		83,208	13,520	23,778	975	1,588,151
5800	Construction										0
5800	Capital Outlay										0
5900	Debt Service	0	94,883	3,280	1,368,507	0	83,208	13,520	23,778	975	1,588,151
	TOTAL EXPENDITURES	0	94,883	3,280	1,368,507	0	83,208	13,520	23,778	975	1,588,151
	OTHER FINANCING USES										0
5960	Transfers To Other Funds										0
5990	Other Financing Uses	0	0	0	0	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0	0	0	0	0
	TOTAL EXPENDITURES AND OTHER FINANCING USES	0	94,883	3,280	1,368,507	0	83,208	13,520	23,778	975	1,588,151
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	0	21,142	-2,702	-43,253	0	-7,241	1,596	23,637	-975	-7,796
	Fund Balance Beginning of Year	0	51,121	14,982	129,430	0	22,012	19,404	90,471	12,799	340,219
	Adjustments										0
	Fund Balance End of Year	0	72,263	12,280	86,177	0	14,771	21,000	114,108	11,824	332,423

Part III		Receipts Reserved for Appropriation									
Special Revenue Funds		Receipts Reserved for Appropriation Education	Receipts Reserved for Appropriation Waterways Improvement	Receipts Reserved for Appropriation Wetlands Protection	Receipts Reserved for Appropriation Parking Meters	Receipts Reserved for Appropriation Ambulance	Receipts Reserved for Appropriation Insurance Reimb. Over \$20,000	Receipts Reserved for Appropriation Sale of Real Estate	Receipts Reserved for Appropriation Sale of Cemetery Lots	Receipts Reserved for Appropriation Other	Total Receipts Reserved for Appropriation
Account Number	Item Description										
4100	REVENUES										0
4200	Taxes and Excises				201,774				65,423		267,197
4500	Charges for Services										0
4600	Federal Revenue										0
4800	State Revenue										0
4800	Miscellaneous Revenue										0
4820	Earnings on Investments										0
	TOTAL REVENUES	0	0	0	201,774	0	0	0	65,423	0	267,197
	OTHER FINANCING SOURCES										
4910	Bond Proceeds										0
4970	Transfers From Other Funds										0
4990	Other Financing Sources										0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0	0	0	0	0	0
	TOTAL REVENUES AND OTHER FINANCING SOURCES	0	0	0	201,774	0	0	0	65,423	0	267,197
	EXPENDITURES										0
5100	Salary and Wages										0
5700	Expenditures										0
5800	Construction										0
5800	Capital Outlay										0
5900	Debt Service										0
	TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	0	0
	OTHER FINANCING USES										
5960	Transfers To Other Funds				215,000				50,000		265,000
5990	Other Financing Uses										0
	TOTAL OTHER FINANCING USES	0	0	0	215,000	0	0	0	50,000	0	265,000
	TOTAL EXPENDITURES AND OTHER FINANCING USES	0	0	0	215,000	0	0	0	50,000	0	265,000
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	0	0	0	-13,226	0	0	0	15,423	0	2,197
	Fund Balance Beginning of Year	0	0	0	216,685	0	0	0	161,967	0	378,652
	Adjustments										0
	Fund Balance End of Year	0	0	0	203,459	0	0	0	177,390	0	380,849

Part III		Special Revenue Funds		Revolving Funds					
Account Number	Item Description	Revolving Funds Education	Revolving Funds Athletic	Revolving Funds Parks & Recreation	Revolving Funds Ch 44 53 E 1/2	Other Revolving Funds	Total Revolving Funds		
REVENUES									
4100	Taxes and Excises								
4200	Charges for Services	1,137,418	37,946	144,843	240,484	53,118	1,613,809		
4500	Federal Revenue						0		
4600	State Revenue						0		
4800	Miscellaneous Revenue						0		
4820	Earnings on Investments						0		
	TOTAL REVENUES	1,137,418	37,946	144,843	240,484	53,118	1,613,809		
OTHER FINANCING SOURCES									
4910	Bond Proceeds						0		
4970	Transfers From Other Funds				25,000		25,000		
4990	Other Financing Sources						0		
	TOTAL OTHER FINANCING SOURCES	0	0	0	25,000	0	25,000		
	TOTAL REVENUES AND OTHER FINANCING SOURCES	1,137,418	37,946	144,843	265,484	53,118	1,638,809		
EXPENDITURES									
5100	Salary and Wages						0		
5700	Expenditures	971,834	38,453	125,497	206,622	44,711	1,387,117		
5800	Construction						0		
5800	Capital Outlay						0		
5900	Debt Service						0		
	TOTAL EXPENDITURES	971,834	38,453	125,497	206,622	44,711	1,387,117		
OTHER FINANCING USES									
5960	Transfers To Other Funds				12,600		12,600		
5990	Other Financing Uses						0		
	TOTAL OTHER FINANCING USES	0	0	0	12,600	0	12,600		
	TOTAL EXPENDITURES AND OTHER FINANCING USES	971,834	38,453	125,497	219,222	44,711	1,399,717		
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)		165,584	-507	19,346	46,262	8,407	239,092		
Fund Balance Beginning of Year		188,238	1,041	117,232	115,932	68,624	491,067		
Adjustments							0		
Fund Balance End of Year		353,822	534	136,578	162,194	77,031	730,159		

Part III	Special Revenue Funds	Other Special Revenue										Total Other Special Revenue	Total All Special Revenue
		Other Special Revenue Funds Water	Other Special Revenue Funds Sewer	Other Special Revenue Funds Education	Other Special Revenue Funds School Lunch	Other Special Revenue Funds Adult Education	Other Special Revenue Funds Professional Development	Other Special Revenue Funds Open Space Acquisition	Other Special Revenue Funds MWPAI	Other Special Revenue Funds Title V	Other Special Revenue Funds Gifts & Donations	Other Special Revenue Funds	
4100	REVENUES											0	0
4200	Taxes and Excises				577,472								577,472
4500	Charges for Services				187,166								187,166
4600	Federal Revenue												2,100,769
4800	State Revenue				1,145						514,652		1,580,366
4820	Miscellaneous Revenue										515,797		515,797
	Earnings on Investments											0	0
	TOTAL REVENUES	0	0	0	765,783	0	0	0	0	0	514,652	0	1,280,435
	OTHER FINANCING SOURCES												0
4910	Bond Proceeds												0
4970	Transfers From Other Funds										175,000		175,000
4990	Other Financing Sources												403,443
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0	0	0	0	0	175,000	0	403,443
	TOTAL REVENUES AND OTHER FINANCING SOURCES	0	0	0	765,783	0	0	0	0	0	689,652	0	1,455,435
	EXPENDITURES												0
5100	Salary and Wages												0
5700	Expenditures				747,325						272,672		1,019,997
5800	Construction												5,956,113
5800	Capital Outlay												0
5800	Debt Service												0
	TOTAL EXPENDITURES	0	0	0	747,325	0	0	0	0	0	272,672	0	1,019,997
	OTHER FINANCING USES												5,956,113
5960	Transfers To Other Funds										1,370,000		1,370,000
5990	Other Financing Uses												1,647,600
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0	0	0	0	1,370,000	0	1,370,000
	FINANCING USES	0	0	0	747,325	0	0	0	0	0	1,642,672	0	2,389,997
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	0	0	0	18,458	0	0	0	0	0	-953,020	0	-934,562
	Fund Balance Beginning of Year	0	0	0	29,718	0	0	0	0	0	11,304,282	0	11,334,000
	Adjustments												13,026,925
	Fund Balance End of Year	0	0	0	48,176	0	0	0	0	0	10,351,262	0	10,399,438
													12,482,055

Part IV Capital Projects Funds									
Account Number	Item Description	Water	Sewer	Schools	Municipal Buildings	Landfill	Highways (Chapter 90)	Other	Total All Capital Projects
	REVENUES								
4100	Taxes and Excises								0
4200	Charges for Services								0
4500	Federal Revenue								0
4600	State Revenue								0
4800	Miscellaneous Revenue							1,758	1,758
4820	Earnings on Investments							1,758	1,758
	TOTAL REVENUES	0	0	0	0	0	0	1,758	1,758
	OTHER FINANCING SOURCES								
4910	Bond Proceeds			12,490,000	2,203,500			1,901,500	16,595,000
4970	Transfers From Other Funds				96,192				96,192
4990	Other Financing Sources								0
	TOTAL OTHER FINANCING SOURCES	0	0	12,490,000	2,299,692	0	0	1,901,500	16,691,192
	TOTAL REVENUES AND OTHER FINANCING SOURCES	0	0	12,490,000	2,299,692	0	0	1,903,258	16,692,950
	EXPENDITURES								
5100	Salary and Wages								0
5700	Expenditures							1,100,849	9,023,123
5800	Construction			7,922,274				506,835	1,683,941
5800	Capital Outlay	2,750		108,417	885,363		180,576		0
5900	Debt Service								0
	TOTAL EXPENDITURES	2,750	0	8,030,691	885,363	0	180,576	1,607,684	10,707,064
	OTHER FINANCING USES								0
5960	Transfers To Other Funds								0
5990	Other Financing Uses								0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0	0	0
	TOTAL EXPENDITURES AND OTHER FINANCING USES	2,750	0	8,030,691	885,363	0	180,576	1,607,684	10,707,064
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	-2,750	0	4,459,309	1,414,329	0	-180,576	295,574	5,985,886
	Fund Balance Beginning of Year	15,617	0	2,699,879	773,222	0	3,866	226,461	3,719,045
	Adjustments								0
	Fund Balance End of Year	12,867	0	7,159,188	2,187,551	0	-176,710	522,035	9,704,931

Part V Enterprise Funds													
Account Number	Item Description	Water	Sewer	Electric	Landfills	Hospital	Health Care	Airport	Harbor	Golf Courses	Public Recreation	Other	Total All Enterprise Funds
REVENUES													
4100	Taxes and Excises												8,218,993
4200	Charges for Services	3,110,651	5,108,342										0
4500	Federal Revenue												0
4600	State Revenue												0
4800	Miscellaneous Revenue		21,239										34,573
4820	Earnings on Investments	13,334	5,129,581										8,253,566
	TOTAL REVENUES	3,123,985	5,129,581	0	0	0	0	0	0	0	0	0	
OTHER FINANCING SOURCES													
4910	Bond Proceeds												0
4970	Transfers From Other Funds	97,000	96,000										193,000
4990	Other Financing Sources												0
	TOTAL OTHER FINANCING SOURCES	97,000	96,000	0	0	0	0	0	0	0	0	0	193,000
TOTAL REVENUES AND OTHER FINANCING SOURCES													
		3,220,985	5,225,581	0	0	0	0	0	0	0	0	0	8,446,566
EXPENSES													
5100	Salary and Wages	433,223	182,821										616,044
5700	Expenses	1,633,006	4,152,722										5,785,728
5800	Construction												0
5800	Capital Outlay	4,894	520,431										525,325
5900	Debt Service												0
	TOTAL EXPENSES	2,071,123	4,855,974	0	0	0	0	0	0	0	0	0	6,927,097
OTHER FINANCING USES													
5980	Transfers To Other Funds	1,049,605	704,855										1,754,460
5990	Other Financing Uses												0
	TOTAL OTHER FINANCING USES	1,049,605	704,855	0	0	0	0	0	0	0	0	0	1,754,460
TOTAL EXPENSES AND OTHER FINANCING USES													
		3,120,728	5,560,829	0	0	0	0	0	0	0	0	0	8,681,557
EXPENSES (Deficiency) of Revenues Over Expenses and Other Financing Sources (Uses)													
		100,257	-335,248	0	0	0	0	0	0	0	0	0	-234,991
Fund Balance Beginning of Year													
		751,432	1,629,424	0	0	0	0	0	0	0	0	0	2,380,856
Adjustments													
		851,689	1,294,176	0	0	0	0	0	0	0	0	0	2,145,865
Fund Balance End of Year													

Part VI TRUST FUNDS										
Account number	Item Description	NON-EXPENDABLE/EXPENDABLE TRUSTS								
		Non-Expendable Trust	Workers Compensation	Pension Reserve	Stabilization	Health Claims-City/Town Share	Health Claims-Employee Share	Conservation Trust Fund	Other Trust Funds	Total All Trust Funds
	REVENUES									
4100	Taxes and Excises									0
4200	Charges for Services									0
4500	Federal Revenue									0
4600	State Revenue									0
4800	Miscellaneous Revenue	29,288			20,703			2,119	42,438	71,726
4820	Earnings on Investments		0	0	20,703	0	0	2,119	42,438	22,822
	TOTAL REVENUES	29,288	0	0	20,703	0	0	2,119	42,438	94,548
	OTHER FINANCING SOURCES									0
4970	Transfers From Other Funds									0
4990	Other Financing Sources									0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0	0	0	0	0
	TOTAL REVENUE AND OTHER FINANCING SOURCES	29,288	0	0	20,703	0	0	2,119	42,438	94,548
	EXPENDITURES									0
5100	Salary and Wages							475	31,533	32,008
5700	Construction									0
5800	Capital Outlay									0
5900	Debt Service									0
	TOTAL EXPENDITURES	0	0	0	0	0	0	475	31,533	32,008
	OTHER FINANCING USES									35,000
5960	Transfers To Other Funds									35,000
5990	Other Financing Uses									0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0	0	35,000	35,000
	TOTAL EXPENDITURES AND OTHER FINANCING USES	0	0	0	0	0	0	475	66,533	67,008
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	29,288	0	0	20,703	0	0	1,644	-24,095	27,540
	Fund Balance Beginning of Year	847,048	0	0	922,352	0	0	94,805	354,145	2,218,350
	Adjustments			0	943,055	0	0	96,449	330,050	0
	Fund Balance End of Year	876,336	0	0	943,055	0	0	96,449	330,050	2,245,890

Part VII AGENCY FUNDS					
	Fund/Item Description	Balance July 1, 2001	Additions	Deductions	Balance June 30, 2002
	A. ASSETS				
	1. Cash	29,741	774,801	751,669	52,873
	2. Accounts Receivable	0			0
	3. TOTAL ASSETS	29,741	774,801	751,669	52,873
	B. LIABILITIES				
	1. Police Outside Detail	-44,205	473,737	470,025	-40,493
	2. Fire Off Duty Detail	1,415	30,324	30,131	1,608
	3. Taxes Due State	6	42	43	5
	4. Meals Tax Due State	0			0
	5. License Due State	0			0
	6. Due County/Retirement Systems	0			0
	7. Guarantee Bid Deposits	0			0
	8. Unclaimed Items	0			0
	9. Other Liabilities	72,525	270,698	251,470	91,753
	10. TOTAL LIABILITIES	29,741	774,801	751,669	52,873
	NOTE -- Total Assets Must Equal Total Liabilities				

Part VIII PERSONNEL EXPENDITURES		
	Total Salaries and Wages as of December 31, 2001 as Reported on IRS Form W-2	\$37,113,680
	Total Number of Employees (FTE) for Calendar Year Ending December 31, 2001	867

Part IX SCHEDULE OF CASH AND INVESTMENTS AS OF JUNE 30, 2002	
FUND	Cash and Investments
General Fund	13,061,285
Special Revenue	12,483,024
Debt Service Fund	
Capital Project Funds	9,704,930
Enterprise Funds	1,445,002
Trust Funds	2,245,890
Agency Funds	61,373
TOTAL ALL FUNDS	39,001,504

PART X SCHEDULE OF DEBT OUTSTANDING, ISSUED, AND RETIRED THIS FISCAL YEAR					
Item description	Report in Whole Dollars - Omit Cents				
	Outstanding July 1, 2001 (a)	Issued this Fiscal Year (b)	Retired this Fiscal Year (c)	Outstanding June 30, 2002 (d)	Interest this Fiscal Year (e)
A. GENERAL OBLIGATION BONDS					
Buildings	4,108,000		539,000	3,569,000	176,818
Departmental Equipment	1,665,000		630,000	1,035,000	60,686
School Buildings	3,087,200		172,200	2,915,000	138,419
School - All other	0			0	
Sewer	48,384		48,384	0	
Solid Waste	0			0	
Other Inside Limit	3,268,800		601,800	2,667,000	140,558
TOTAL INSIDE DEBT LIMIT	12,177,384	0	1,991,384	10,186,000	516,481
OUTSIDE DEBT LIMIT					
Airport	0			0	
Hospital	0			0	
Electric	0			0	
Gas	0			0	
School Buildings	17,985,000		1,065,000	16,920,000	795,256
Sewer	0			0	
Solid waste	0			0	
Water	757,164		207,722	549,442	22,535
Other Outside Limit	0			0	
TOTAL OUTSIDE	18,742,164	0	1,272,722	17,469,442	817,791
TOTAL LONG TERM DEBT	30,919,548	0	3,264,106	27,655,442	1,334,272
B. REVENUE AND NONGUARANTEED BONDS	0			0	
C. SHORT TERM DEBT					
Tax Anticipation Notes	0			0	
Bond Anticipation Notes	5,240,000	21,833,800	5,240,000	21,833,800	240,370
Grant Anticipation Notes	0			0	
Other Short Term Debt	0			0	
TOTAL SHORT TERM DEBT	5,240,000	21,833,800	5,240,000	21,833,800	240,370
D. OTHER INTEREST					
			AMOUNT - OMIT CENTS		
			Authorized (a)	Issued/Retired/ Rescinded (b)	Unissued June 30, 2002 (c)
TOTAL AUTHORIZED AND UNISSUED			23,237,878	580,532	22,657,346

PART XI		RECONCILIATION OF FUND EQUITY (RETAINED EARNINGS) FOR THE FISCAL YEAR END JUNE 30, 2002					
Revenues and Expenditures from Financial Report		General (a)	Special Revenue (b)	Capital Projects (c)	Enterprise (d)	Trust (e)	TOTAL (a)-(e) (f)
1. Total Revenues		68,080,290	6,655,400	1,758	8,253,566	94,548	83,085,562
2. Total Expenditures		70,070,651	5,956,113	10,707,064	6,927,097	32,008	93,692,933
3. TOTAL EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES SUM OF LINES 1 - 2		(1,990,361)	699,287	(10,705,306)	1,326,469	62,540	(10,607,371)
OTHER FINANCING SOURCES (USES)							
4. Transfers From Other Funds		3,437,060	403,443	96,192	193,000	0	4,129,695
5. Other Financing Sources		0	0	16,595,000	0	0	16,595,000
6. Transfers To Other Funds		692,635	1,647,600	0	1,754,460	35,000	4,129,695
7. Other Financing Uses		0	0	0	0	0	0
8. TOTAL OTHER FINANCING SOURCES (USES)-SUM OF LINES 4 THROUGH 7		2,744,425	(1,244,157)	16,691,192	(1,561,460)	(35,000)	16,595,000
9. TOTAL EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER FINANCING SOURCES (USES) - SUM OF LINES 3 AND 8		754,064	(544,870)	5,985,886	(234,991)	27,540	5,987,629
10. Fund Equity (Retained Earnings) Beginning of Year		11,828,631	13,026,925	3,719,045	2,380,856	2,218,350	33,173,807
11. Other Adjustments (Please specify on notes page)		0	0	0	0	0	0
12. TOTAL FUND EQUITY (RETAINED EARNINGS) END OF YEAR- SUM OF LINES 9 THROUGH 11		12,582,695	12,482,055	9,704,931	2,145,865	2,245,890	39,161,436



Personnel Department

The Personnel Department is responsible for a wide range of personnel-related activities. Included in the responsibilities of the Personnel Department are the recruitment and selection of employees; negotiation and administration of collective bargaining agreements; employee relations; monitoring of leave; administration of Workers' Compensation and Unemployment; Civil Service compliance; maintenance of confidential personnel records; training programs; compliance with federal and state laws and regulations; and other related functions.

During 2002, the Personnel Department was busy assisting many departments and the Town Manager in recruiting and selecting personnel. The Town hired 25 people during calendar year 2002. Additionally, the Personnel Department participated in the hiring for the DPW Summer Work Program.

During 2002, the Personnel Department was involved with negotiations with four of the Town's five unions regarding collective bargaining agreements. Agreement was reached with the Town Hall Associates, the Watertown Municipal Association and the Watertown Police Association.

The Town's Workers' Compensation Program is running smoothly. During 2002, 39 injuries were documented, only 7 of which resulted in lost time from work. Because of the events of September 11, 2001 and other industry changes, the Town's Workers' Compensation insurance changed dramatically, which resulted in a bidding process for a new Workers' Compensation plan. Thus, beginning in July 2003, a new plan will be in place.

Massachusetts law requires that all employees be given a copy of the Town's policy on the prevention of Sexual Harassment in the

workplace each year. The Personnel Department conducted Sexual Harassment Awareness training for all newly hired and promoted employees.

The Personnel Department is looking forward to 2003 as it continues to work towards hiring the best possible candidates for the Town, improving the administration of work-related injuries, and improving service to employees, department heads and citizens of Watertown.



Town Clerk and Election

The Town Clerk and Election Office serves as a direct link between the citizenry and its Town government. The Town Clerk's office, by statute, is responsible for the issuance of vital statistics, maintenance of Town records, the insurance of compliance with the Commonwealth's Open Meeting Law and it also serves as a repository for all rules, regulations, ordinances and bylaws promulgated by the Town Council and other town departments.

The Town Clerk's office was first established in 1634, the first year records were kept, and continues today to provide accurate documentation on events and happenings of the City known as the Town of Watertown. The Town Clerk's office provides a number of consumer services, such as the issuance of dog licenses, the sale of various Division of Fisheries and Wildlife licenses, the recor-

dation of Uniform Commercial Code statements, notary public services and the office also serves as a distribution center for various Town brochures and surveys. The Staff in the office also serve as "unofficial ombudsman" to provide general information regarding various municipal services to the public. The Town Clerk's office also serves as a liaison between the Town and the Federal and State governments.

During calendar year 2002, the office achieved the following:

- Maintained the highest level of accuracy in the recording and issuance of the Vital Statistics of the Town of Watertown.
- Placed election signage in strategic locations throughout the Town alerting the citizenry to the upcoming voting exercises.

- Conducted the 2002 Annual Town Census.
- Participated in the development of the Town's FY03 operating budget.
- Continued the duties and responsibilities as Burial Agent for the Town.
- Completed the annual renewal process for all applicable licenses, permits and certificates while ensuring compliance with Chapter XVII of the Town's ordinances.
- Ensured compliance with state guidelines in the filing of necessary annual reports with the Alcohol Beverage Control Commission and the Department of Public Safety.
- Ensured access to all polling locations throughout the Town.
- Coordinated Public/Private resources in planning of the Faire on the Square 2002.

The Election Commission, directed under Massachusetts General Law, by the four member board of election commissioners, has a number of responsibilities mandated by Massachusetts General Laws Chapter 50 through 56. The Commission as charged is to ensure fair and impartial elections in the Town of Watertown. Responsibilities include: coordination of the annual census, generation of voting lists and jury lists, implementation of the National Voter Registration Act through the establishment of the Central Voter Registry, maintenance of the town's residency database and compliance with the Commonwealth's Campaign Finance reporting procedures.

The Election Commission conducted the following voting exercises during 2002.

DATE	TYPE OF ELECTION
September 17, 2002	Primary State Election
November 5, 2002	State Election

The Licensing Board promulgates rules and regulations specific to Watertown to ensure the life, safety, and health of the citizenry and town visitors. The Licensing Board issues a myriad of licenses and permits that range from amusement devices, to gasoline, to liquor licenses. All of the licenses issued are renewable yearly. The Licensing Board also serves as a hearing officer to ensure compliance with licensing conditions.

The Licensing Board also works closely with five town departments, the Alcohol Beverage Control Commission and the State Fire Marshall's Office in the licensing process.

Licenses and Fees

Burial Premits	\$1,370.00
Hunting Licenses	1,153.75
Dog Licenses	5,827.00
Wildland Stamps - Resident and Non-Resident	2,030.00
Duplicate Licenses	5.00
Archery Stamp	280.00
Sporting Licenses	2,067.50
Marriages	4,240.00
Raffle	180.00
Fishing Licenses	6,301.75
Sporting Fees	624.85
Waterfowl Stamps	166.25
Cat Licenses	3,407.00
Licenses Commission - Alcohol, Common Victualler etc.	116,520.00
Miscellaneous Clerk/Election Fees	1,046.70
Resident Book	823.00
Certified Copies	13,665.00
Underground Storage Permits	4,565.00
Dog Violations	1,075.00
Miscellaneous Licensing Board Fees	37,025.00
TOTAL	\$202,192.80

Recording Fees

Mortgages	\$3,521.50
Business Certificates and Business Certificate Withdrawals	7,420.00
TOTAL	\$10,941.50

Total Clerks Revenue

Total Fees Collected	\$213,134.30
Paid to the Commonwealth (\$ 12,004.25)	
Net Revenue to the Town	\$201,130.05

Vital Statistics

Births	352
Deaths Recorded	330
Marriage Intentions	278
Marriages Recorded	276
Affidavits of Correction of Birth, Deaths and Marriages Recorded	15
Kennel License	1
Dog Licenses	576
Cat Licenses	381

Licenses

Seven Day All Alcoholic Common Victualler (Restaurants)	19
Seven Day Wine/Malt Common Victualler (Restaurants)	4
Six Day All Alcoholic Common Victualler (Restaurants)	7
Six Day Wine/Malt Common Victualler	3
Common Victualler License	92
Clubs	11
Auto Dealer Class 1	10
Auto Dealer Class 11	12
Auto Dealer Class 111	0
All Alcoholic Package Good Store	6
Package Good Store Wine/Malt	6
24-Hours Opening	5
Sale of Food at Retail	5
Entertainment	15
Music Box	8
Automatic Amusement Device	15
Auto Repair	64
Letting Out of Motor Vehicles	5
Shuttle/Jitney	2
Livery	13

Data Processing Department

The Data Processing Department supports the Town of Watertown's administrative Information Systems and assists in the implementation of new computer technologies. Located in Town Hall, the Department administers the Town's wide-area Computer Network, which connects Town Hall, Library, Police, Fire, School Business Office, and Public Works buildings. Additional municipal buildings include the Commander's Mansion, Senior Center, and John A. Ryan Skating Arena. The Department also operates a network-connected IBM computer, a RISC-based AS/400, which processes Financial Systems, Accounts Payables, Purchasing, Payroll, and Water/Sewer Billing. Other administrative systems, such as Real Estate Tax Billing, Appraisal, and Motor Vehicle Billing, are supported by outside vendors or service bureaus.

The Town's Computer Network provides a complete electronic platform for employees to communicate and share documents. Built on a backbone of high-speed fiber-

optic cabling, the system allows for private and secure e-mail among Town departments. As well, a firewall gateway provides secured Internet e-mail and Web browsing. New anti-virus software was installed to update network computers automatically from a vendor's web site. The anti-virus software checks the vendor's web site for updated anti-virus patches, then automatically downloads the software and pushes it out to the workstations. This provides all computers with the latest virus protection by an automated method.

Other improvements implemented during the year include the following: many computers were provided with memory upgrades; most users were provided with new, 17" monitors; payroll printing was moved to a large-form laser format; new multi-department high-speed laser printer installed on the Network; new rack server for storage, anti-virus software, and web development; new laptops for remote and home access; some units upgraded to Windows XP Pro; new backbone switch/

router; new animal control software; Assessing information made available from the Internet.

A modem pool and telephone hunt group system was configured to allow secure home access to the Network. A user can connect to the system, authenticate an identity, and use the Network as though one were inside a municipal office. Files can be shared, printing can be sent, and e-mail can be exchanged, providing an efficient use of resources for those employees at remote locations.

In collaboration with the Assessors Department, project planning began for an implementation of a geographical information system. The system will be implemented on the Town's Network and provide departments with various digital maps, overlays, and associated data, all based on assessing parcel information. Because different data sources can be aggregated, departments can improve analytical and decision-making processes.

Town Attorney

For the year 2002, Kopelman and Paige, P.C. continued its service to the Town as Town Attorney. The Town Attorney provided advice to the Town Manager and department heads and attended all meetings of the Town Council. We provided representation to the Town in matters involving zoning enforcement, and assisted various Town boards in taking action to resolve concerns regarding dilapidated private property. We represented the Town in cases involving efforts to install wireless telecommunications facilities in the Town. We also represented the Police Chief in defense of his denial of a gun permit.

We assisted the Town in a number of labor arbitrations involving collective bargaining agreements and union grievances. We represented the Town's interests before various courts and administrative agencies, including the Civil Service Commission, the Labor Relations Commission, and the Massachusetts Commission Against Discrimination, in matters involving employment issues such as disciplinary hearings, bypasses and workers compensation claims.

It is our pleasure to serve the interests of the Town, and we express our continued

appreciation to the Town Manager and Town Council for their hard work and dedication. We look forward to working with the various Town department heads, employees and boards to provide the Town with effective legal advice and representation in the future.

Respectfully submitted,

Kopelman and Paige, P.C.
Town Attorney

Purchasing Department

The Purchasing Department assists all Town departments in the purchasing process, whether the need is an urgent purchase or planning an upcoming project. All procurements must be consistent with the Massachusetts General Laws and local Ordinances.

Purchasing continues to work together with every department to identify potential areas where procurement and contract administration can be streamlined and more beneficial to the Town of Watertown. This office provides materials and information regarding implementation of purchasing policies, procedures and the laws.

A number of Capital Improvement Projects and purchases were conducted during calendar year 2002. Some projects were specific to a particular department and others were shared with multiple departments. Bids are issued and awarded from the Purchasing Department after working with the individual department personnel familiar with the specifications for the materials or service needed. These projects included the following examples: Improvements to Various Town Owned Buildings (Administration Building, Main Library, East Branch Library, North Branch Library, Police Building, Senior Center, Main Fire Station), Renovations and Improvements to the East Fire Station and North Fire Station, Sidewalk Repairs, Road Surface Repairs (crack sealing and permanent patch), Purchase of Streetlights in Watertown and Contractor Maintenance of the Streetlights, Purchase and Installation of Phone System,

Water and Sewer Study of Consumption Analysis and Rate Recommendations, Purchase of Electrical Power at a fixed, flat contract rate, Sale of Surplus Equipment, School Transportation, Ambulance Billing Services, Landscaping Contracts for Town property and right of way maintenance, School Custodial Supplies, School Food Service Paper Supplies, Fire Department Uniforms.

Whenever appropriate and cost-effective, the Town participates in consortia to purchase larger quantities of items that are purchased by other municipalities, as well. The benefits to Watertown are seen through improved bid results due to more competitive pricing because of the greater combined volume and vendors that must provide reliable service acceptable to all participants. One example of this type of procurement includes the purchase of food service items for the schools such as milk, bottle juice, canned soda, ice cream treats, bread, and snack products. Other examples are heating fuel, vehicle fuel, and road salt, and vehicles.

Again, the Town took advantage of the Commonwealth of Massachusetts Bidding Awards. Bids that are solicited through the State are made available to municipalities and facilitate the procurement process. These bid results serve as representative market rate information to define specifications for goods and services available and identification of vendors meeting the specifications including prevailing wage requirements and other related details of cost.

Computer equipment, computer software, computer consulting services, vehicle purchase and replacement, public safety supplies, vehicle parts, building maintenance services (HVAC), Training and Educational services are all examples of successful procurements exercised by Watertown use of the State Contracts.

The Town has chosen to emphasize the importance of purchasing office supplies that are environmentally compatible. Procurement of paper goods, envelopes, stationery, copy paper, requires a recycled content. Toner products are collected and returned to vendors for recycling to minimize the impact on the environment and cost of these products.

The Purchasing Department continues to work with all Watertown departments to improve coordination of procurement projects using uniform bids for multiple departments within the Town for services and materials that can be purchased as blanket contracts available for all. Services such as building and equipment maintenance, supplies, and technical expertise are important to continuing uninterrupted and consistent operations in all Town departments. This Department appreciates the challenges facing the Town to produce the most cost effective and beneficial results for Watertown. It is important that we work together with other departments to achieve the most valuable and satisfactory results from the purchasing process.

Health Department

The Health Department staff consists of a full-time Director, one full-time Chief Environmental Health Officer, two full-time Sanitarians, a full-time Head Clerk, a full-time Public Health Nurse, a Tobacco Control Coordinator, a full-time Animal Control Officer, a part-time Veterinarian and a part-time Consulting Nurse.

The Board of Health consists of three members that are appointed for three-year terms by the Town Manager.

Environmental Health

The Health Department conducts numerous inspections throughout the year according to state mandates. These inspections include food establishments, housing investigations, body art establishments, indoor air quality at skating rinks, tanning establishments, swimming pools and whirlpools, group homes and motels. The Health Department also conducts hazardous materials inspections following a Watertown regulation and monitors the installation and maintenance of grease traps in food establishments.

Environmental Inspections: 2002

Food Establishments	349
Housing	36
Swimming Pool/Whirlpool	124
Miscellaneous	58
Hazardous Materials	260
Total	827

Another portion of the Health Department's work includes complaint investigation, including the following areas: rubbish and garbage, dust, odors, noises, rodents, hazardous waste incidents, food establishments, food-borne illnesses, nuisances, tobacco, wildlife, problem animals, and miscellaneous topics. On occasion, the Health Department must hold an administrative or public hearing or appear in District Court. Two hundred twelve (112) complaints were investigated in 2002.

In conjunction with inspectional work, the Health Department issues numerous permits. Before a permit can be issued, the permit holder submits complete and accurate information. The Health Department must verify the information. Also, the Health Department reviews plans for all new and renovated food establishments, facilities with hazardous materials, tanning, body art and massage establishments.

Environmental Permits: 2002

Food Establishments	201
Temporary Food Events	275
Swimming Pool/Whirlpool	19
Tanning Establishments/ Body Art Establishments	10
Massage Establishments/ Practitioners	54
Hazardous Material Facilities	165

Watertown residents took household hazardous waste to the Minuteman Regional Household Products Facility in Lexington. Pre-registration at the Health Department was required before any resident could enter the site on one of the eight collection days during the year. Two hundred eighteen (218) households visited the facility in 2002.

Animal Control

In September of 2001 the Health Department hired a full-time Animal Control Officer (ACO). The ACO's duties include, but are not limited to, patrolling the town on a rotating flexible schedule, participation in a rabies/West Nile Virus task force, investigation of vector control and solid waste complaints and the enforcement of all pertinent laws; including Watertown's Animal Control Ordinance. Enforcement includes the issuing of citations (tickets) for non-compliance with this ordinance. Additional responsibilities include responding to all emergency dispatch calls and the prosecution of violators in District Court. As needed, the ACO carries out isolation and quarantine responsibilities, educates the public regarding health and safety concerns involving

animals, lectures in school classrooms and on cable television.

As inspector of animals the ACO carries out the isolation and quarantine of suspected rabid animals, animals with wounds of unknown origin or animals bitten by suspected or confirmed rabid animals. These findings are reported to the Massachusetts Bureau of Animal Health. Isolation and quarantine cases are often done in cooperation with Watertown veterinarian Thomas Cusick, DVM.

This year the ACO became a licensed Pest Control Applicator. This license will be used for the Mosquito Control Program, rodent control issues within the municipality, a demolition package from the Health Department on construction sites and to ensure that pest control companies doing business within the town are taking proper measures and procedures. The ACO also visits the schools and numerous municipal departments to provide ongoing forums on animal care and pest control management. The ACO will have a manual for the Watertown Police Department and the Department of Public Works concerning these issues in early 2003 as an educational device.

Rabies Clinic

The rabies clinics are held annually with Thomas Cusick, DVM participating. Dogs and cats are vaccinated for rabies the first Saturday in April each year at the Watertown Administration Building. This past year a total of 62 animals received rabies vaccinations at the clinic.

Mosquito Control

The Board of Health and the Watertown DPW worked in conjunction with the East Middlesex Mosquito Control Commission in planning larvicide, adulticide and surveillance activities throughout the town. In 2002 the threat of the West Nile Virus continued to impact the State and the Nation. Numerous dead birds tested positive for the Virus and there was an increase in human

cases of the disease as well with one human case being from Watertown. As a result of the West Nile threat the town applied larvicide briquettes to the town's catch basins in order to control the emergence of vector mosquitoes. The Health Department and the DPW have begun planning for a comprehensive intervention, education and surveillance program for 2003.

Animal Control Statistics

Citations	20
Total:	(\$450.00)
Fees Collected	\$1,294.00
Cat Licenses	381
Dog Licenses	569
Court Appearances	1
Animal Hearings Conducted	1
Calls Received	994
Complaints Received	205
Number of Animals Impounded	137
Dogs:	30
Cats:	36
Wildlife:	69
Other:	2
Animals Quarantined	9
Dogs:	7
Cats:	2
Animals Submitted for WNV Testing	4
Positives:	3
Animals Submitted for Rabies Testing	4
Positives:	0

Total Number of Complaints

Unleashed	79
Barking Dog	35
Pooper Scooper	30
Bites/Attacks	21
Cruelty	16
Other	24

Community Health

Nursing

Terrorism and Bioterrorism are in the forefront for the local, State and Federal public health system. The Public Health Nurse, in conjunction with the health director and

the sanitarians, has been involved in bioterrorism/disaster planning with town departments and community stakeholders to address this threat. Bioterrorists' use of Anthrax has highlighted the need for bioterrorism preparedness at the local, State and national level. This year the Health Department in conjunction with Mt. Auburn Hospital held training on Pandemic/ Bioterrorism planning for Watertown resident physician/nurse volunteers. The Public Health Nurse is part of the Massachusetts Department of Public Health Smallpox planning group.

Sixty-five (65) flu and pneumonia immunizations were given to the homebound elderly and disabled this year. Each year over 2,500 people are immunized, this year because of a 19% State budget cut, there were less doses of flu vaccine purchased by the State, fewer citizens were vaccinated; a total of 1,250 were immunized in 2002/2003.

Communicable diseases are reported to State Department of Public Health as required by law. Immunization of contacts and follow-up of patients is vital for disease surveillance and control. Hepatitis B immunization for school-age children continues as a yearly initiative. The nurse obtains and distributes vaccines and information received from the State to over 20 Watertown Health Care Providers. Mantoux testing for high-risk individuals and tuberculosis contacts is done routinely.

The Health Department assists citizens who need help resolving public health/medical issues. The nurse refers citizens/patients to appropriate agencies when required. Additional duties include investigation, reporting and follow-up of suspected elder and child abuse cases, assisting in the preparation of community health grants, and participation on a rabies and West Nile Virus response team. The Health Department's interdepartmental task force continues to address the needs of citizens in crisis. The task force, with members from the Police, Fire and Health Department, Council on Aging, Food Pantry, Veterans

Office, and Housing Authority, Center for Mental Health, Mt. Auburn Hospital Social Services Department, continued to collaborate in 2002 to provide improved services for Watertown citizens.

Seminars sponsored by the nurse include, but are not limited to, health care access training for school nurses, and other professionals on insurance programs available through the state and federal government, the Elder Asthma Initiative and vaccine insurances for providers. The nurse continues to teach a class on Public Health and Public Health Nursing for Boston College nursing students, twice a year. Boston College nursing students intern at the Health Department for one day a week for six weeks, twice a year. Meetings held by the Watertown Youth Coalition and the Community Health Network Area (CHNA) were attended.

Nursing Statistics

Tuberculosis Screening	57
Tuberculosis Referral	6
Tuberculosis Active Cases	0
Communicable Diseases	92
Blood Pressure Screening	516
Vaccine Distributed to Watertown Health Care Providers	31,380
Flu Vaccine Clinic—doses administered	1,250
Pneumonia Clinic—doses administered	66
Homebound for Flu & Pneumonia shots	55
Hepatitis Vaccine—Middle School Children	68
Hepatitis Vaccine—Watertown H.S. Children	42
Massage Establishment inspections	14
Massage Practitioner permits	38

Tobacco Control

Additionally, the Health Department provided programs, through the MA Tobacco Control Program (MTCP), that included, but were not limited to, referrals for smoking cessation, regulatory initiatives (tobacco retailer compliance surveys and Clean Air

Works), and public education events aimed at reducing morbidity/mortality from tobacco use. In implementing these initiatives the Health Department collaborated with local providers, community and church groups, schools, and the Police Department. In 2002 the Health Department continued to monitor establishments for compliance with Watertown's "Youth Access to Tobacco Products Regulations." These compliance checks revealed that the vast majority of permitted establishments are complying with this regulation. Due to statewide budget cuts, the funding available for this program has been eliminated. The Health Department will pursue alternative sources for funding.

Tobacco Control Statistics

Compliance checks (Rounds)	4
Total establishments checked	168
Rate of illegal sales to youth	9.6%
Number of vending machines eliminated	N/A

Public Education events	4
Number of attendees	1538
Number of individuals referred to cessation programs (Approx.)	76
Number of individuals receiving cessation materials (Approx.)	20

Total Money Received for 2002

January	\$5,325.00
February	\$1,399.00
March	\$1,061.00
April	\$2,205.00
May	\$4,482.00
June	\$3,459.20
July	\$495.00
August	\$560.00
September	\$1,991.50
October	\$8,878.00
November	\$8,365.00
December	\$7,771.80
2002 TOTAL	\$45,992.50

Total Permits Issued for 2002

Food Service	145
Retail Food	42
Caterers	3
One Day Catering	275
Swimming Pools	19
Massage Practitioners	40
Massage Establishments	14
Mobil Foodservice	8
Funeral Directors	16
Rabies Clinic	62
Bakery	3
Group Homes	8
Tanning	6
Motel	1
Tobacco	41
Hazardous Material Facility	165
Body Art Establishment	1
Body Art Practitioners	3



Dr. Marvin L. Mitchell receiving the Massachusetts Association of Health Board's Distinguished Service Award. From left: Town Council President Clyde Younger, Dr. Mitchell, Steven Ward, Director of Public Health, Michael J. Driscoll, Town Manager.

Council on Aging

Valuing Independence

"Thank you for your interest in us," wrote a Watertown senior responding to the random survey mailed to more than one thousand individuals fifty and older in 2002. The questionnaire was used to gather data that was helpful in assessing current needs and in planning for the future. In the almost two hundred surveys that were returned we found that people strongly value their independence and their desire to care for themselves in their own home or apartment.

The Senior Center provides services and programs designed to promote wellness and maximize independence. In 2002, lectures and workshops included safe driving, heart health, journal writing, protecting against scams, estate planning, social security, home modifications, and nutrition. Exercise classes are held three times a week as are weekly yoga, tai chi, line dancing, and weight watching classes. Beginners computer classes introduce seniors to Internet usage. An art class, book club, bridge, whist and bingo groups all help people remain mentally stimulated and promote socialization.

A case worker advocates for frail elders by working with outside agencies, helps to put services in place, and directs individuals to appropriate services. Emotional support is provided to seniors and their families through home visits and phone calls. Available for Watertown seniors is medical transportation to local and Boston doctors/hospitals and a shuttle bus takes seniors to local supermarkets for shopping. Income tax assistance, legal consultation and medical insurance counseling are services open to the senior community. Each month staff and volunteers respond to more than one thousand inquiries on issues of concern to seniors and their families.

In 2002, the Friends of the Watertown COA helped seniors needing financial assistance for water aerobics classes at a local health club. Project Literacy offered a weekly conversation group at the Senior Center for older individuals who are not primarily English speaking.

The Watertown Food Pantry, which is under the administrative oversight of the COA/Senior Center, provides at least five days of food monthly for Watertown residents in need of all ages. Increasingly, the

Pantry is seeing more elderly and more immigrants in need of help.

This year Watertown welcomed Brigham House, Watertown's only assisted living facility, housed in the former East Junior High School. Seniors who need assisted living and want to stay in Watertown will now have the option of staying in their community.

Improvements made by the Town to the Senior Center included re-surfacing the deck and changing the deck railings. New gutters and snow guards were also installed. An older wood fence was removed. These enhancements will help keep the Senior Center ready for the next generation. As a younger respondent to our survey indicated, "I'm glad we have this in Watertown, I'll use it in the future."

Council on Aging / Senior Center									
Attendance Numbers December '01 — November '02									
	Dec 01/ Feb 02	March/ May	June/ August	Sept/ Nov 02		Dec 01/ Feb 02	March/ May	June/ August	Sept/ Nov 02
Art	164	209	154	204	Bingo	231	230	256	259
Exercise (3 classes)	1191	1472	1148	1168	B.C. Legal	5	3	N/A	3
Support Group	22	35	N/A	N/A	Income Taxes	23	61	N/A	N/A
Bridge	196	224	234	228	Party	92	106	102	84
S.H.I.N.E	9	14	6	13	Trips	26	52	146	132
WOW	102	114	112	126	Flu Shots	N/A	N/A	N/A	750
Line Dancing	356	415	294	328	Yoga	202	263	178	203
Cribbage	76	104	122	135	Fuel Assistance & Good Neighbor	6	6	N/A	3
Computer classes	27	49	24	54	Local Medical Transportation	98	101	96	103
Book Club	25	33	5	25	Shopping Bus	228	932	904	928
Lectures	156	185	174	169	Emergency Assist. & Salvation Army	21	24	14	17
Whist	199	71	241	205	I & R (Phone & in person estimate)	1200	1200	1200	1200
Health Screening	104	71	93	134	Book & Magazine Exchange (Est.)	300	300	300	300
Cards (Poker)	52	47	33	35	Coupon Exchange (Estimate)	100	100	100	100
Movies	53	41	83	60	Knitting	15	14	5	21
Mellowtones	0	42	N/A	88					
Tai Chi	119	81	N/A	119					

Recreation Department

Organization

The function of the Watertown Recreation Department is to provide a year-round recreation program for the citizens of Watertown. It is the goal of this department that all citizens have the opportunity to enjoy their leisure time with enjoyable activities in a safe environment.

The Director and Head Clerk are the only full-time employees of the department. Part-time and seasonal employees are hired to instruct and supervise the various programs of the department during the year.

New Department Initiatives and Expansions

During 2002 the department was involved with planning and reconstruction of the new stands at Victory Field. The Recreation Department, the Department of Community Development and DPW worked on the planning and reconstruction of the Arsenal, Casey, Saltonstall and Sullivan Playgrounds. At Arsenal, Casey and Sullivan Playgrounds new tot-lots were built on top of rubberized safety surfaces. Also at Arsenal Park a new Water Spray Park was built, along with new picnic areas. At Casey and Sullivan Playgrounds the basketball courts were reconstructed. At Sullivan Playground the backstop and players' bench areas were renovated. At Saltonstall Park the playing field was reconstructed with a new irrigation system.

The Recreation Department expanded its summer program by offering an All Sports Clinic using the Lowell School and the Lowell Playground. John Papas supervised this program and his staff made up of high school and college coaches. This program offered some 70 youngsters the opportunity to participate in a wide variety of sports activities. A summer track program under the direction of M.I.T. Track Coach Paul Slovenski was held at Victory Field and at the Pequossette Summer Program. Our Baton Twirling Program was also expanded with lessons being given in the fall at the Phillips School. The department worked

and continues to meet with citizens in an attempt to have a skate-park built in the town. It is the feeling of many that the skate boarders in town need a safe location to skate.

This department continues to attempt to make more of the citizens aware of one of the town's most valuable assets, Arsenal Park. Our pre-school Viking Soccer Program and Skyhawk Sports Clinics have been held at the Arsenal Park. Working with the Watertown Youth Soccer Director, we scheduled the "Little Kickers" program at the park. Working with the Watertown Police Department, a Street Hockey Program for middle school age youngsters was conducted at Arsenal Park. By having our Adult Tennis Lessons and a portion of our Summer Youth Basketball Program at Arsenal Park, we exposed it to hundreds of the town's citizens.

The Recreation Department expanded its Middle School Age Friday Night Drop-In Gym Program to include 5th Graders. This program is held at the Palladino Gym at the Watertown Middle School.

2002 Programming

Summer

The department conducted a Summer Playground Program at the Bemis, Casey, Moxley, Sullivan and Victory Field Parks. The activities on the playgrounds included arts & crafts, baseball, basketball, tennis, track & field, softball, ragball, whiffleball and more. Playground field trips were taken to various locations in Greater Boston.

For the 33rd year Pequossette Summer Recreation Program was an intricate part of this summer activities for the youth of Watertown. The camp runs four two-week sessions for youngsters 4 to 13. On average there were 200 campers at each session. The daily activities include music, arts & crafts, playground games, sports, ping pong, foosball and gym play. The youngsters also went to the MDC Pool to swim, to

Arsenal Park for a cookout and other varied field trips. There were camp sleepovers for the older children; one of which was held on the grounds of the Middle School. Family Nights and Talent Shows also added to summer entertainment of many of the town's residents. The department owes a special thanks to the Watertown School Committee for its support of the programs at Pequossette Summer Recreation Program.

Summer Basketball Leagues were run for children and adults at many of the town's courts. The youth portion of the program included both instruction and games, while the adult leagues produced many highly competitive contests. Hundreds of people participated in the program as players and/or spectators.

There were three two-week sessions of swimming classes this past summer. Tennis lessons were given at the Mary Williams Tennis Courts at Victory Field.

Fall

Flag-tag football, soccer, mini-basketball and field hockey programs were offered the elementary school students this past fall. Drop-In Gym Programs were held at the Watertown Middle School on Tuesday, Thursdays and Friday evenings for the students in grades 6 through 12, and also adults. Programs for our Special Needs population were also conducted during this time of year. The activities included social, field trips and many sports.

Winter

With the arrival of winter comes a wide range of Basketball Programs for the citizens of the town. There is "Biddy Basketball" at the Watertown Boys & Girls Club for 2nd and 3rd graders. The Biddy Program started in October with clinics at the Watertown Middle School. The department's Elementary School Basketball Program practices at all three schools during the week with games being played at the Middle School on Saturdays. The Middle

School phase of the program includes a Sunday In-Town League. An Adult League is also run with games during the week and on Sundays at Watertown High School. Also at the Kelley Gym at Watertown High School, on Sunday nights we have an Over 35 Basketball Program. A Sunday morning drop-in basketball program was once again run at the Middle School this winter. Baton classes for youngsters was held at the Phillips School on Tuesday evenings.

The Watertown Recreation Department in conjunction with its counterpart in Belmont conducted various programs for our Special Needs population. These programs included a Saturday Day Camp, Friday Night Socials, Bowling, Softball, Aerobics, Basketball and Track. Our participants also competed in many Special Olympic Programs. The Special Needs activities for the people of the town run throughout the year.

Spring

During the spring, the department conducted a wide range of programs for the citizens of Watertown. Spring Programs

included "T" Ball for youngsters in grades K and 1 and Ragball for children in grades 2, 3, 4 and 5. Baton classes were held at the Phillips School for children ages 3 to 16. This program culminated with a recital at the Watertown High School Gym and participation in the annual Memorial Day Parade. The M. John Moxley Track Program was again held at Victory Field for children in grades 4 and 5. Adult lessons for tennis and golf were also conducted this past year.

Revenues and Other Activities

Revenues from programs and other sources totaled \$122,330.71. This money was used to fund many of the department's programs.

The department worked with many groups and individuals to arrange for field use through the town during the year. Over 1600 park permits were issued to groups such as Watertown Youth Soccer, Watertown Youth Baseball, Watertown Babe Ruth Baseball, Watertown Pop Warner Football, Watertown Senior Babe Ruth Baseball, the Watertown School Department, Watertown Men's Softball

League and Watertown Women's Softball League. Permits were also issued to many church groups, scout groups, civic organizations, businesses and residents so they could schedule activities at the town's parks. The department also issued permits for the use of Arsenal and Filippello Parks, as many people held picnics and parties on the parks' beautiful grounds.

The Watertown Recreation Department would like to thank all the Town Departments for their assistance over the past year. Without their help and that of many of our fine citizens, we would not be able to provide the town's people with anything near the programs they deserve. We would also like to thank the Town Council and the Town Manager for their support of the many Capital Projects that have been completed and those in the planning stages. These projects will greatly enhance our town parks and make Watertown a better place to live and play.

The Recreation Director would also like to thank his secretary, Anne Crimmins, for her valued contributions, dedication and loyalty to Watertown Recreation Department.

Veterans' Services

Again this year, the Veterans' Services office saw an increase in veterans applying for enrollment in the Veterans Administration health care system. Due to increased prescription costs, rise in costs of health care plans and the aging of the veteran population, more and more veterans relied on the VA to provide their health care.

Thanks to the efforts of Bob Kaprielian and the local AT&T cable television studio, World War Two veteran oral histories continued to be produced, which resulted in half-hour broadcasts on the local cable channel. Many favorable comments from Watertown residents were received as citizens heard, most for the first time, true accounts of what it meant to be a service member in World War Two.

Along with interacting with the VA this office continued to assist veterans with earned benefits regarding:

Financial – determined eligibility for state financial assistance and assisted accordingly, if warranted.

Housing – screened applicants for housing eligibility in Watertown, worked closely with the Watertown Housing Authority.

Employment – assisted veterans in resume development and job search by utilizing the two local Department of Employment and Training offices in Newton and Cambridge, each of which has a designated veteran employment counselor.

Medical – helped in getting veterans enrolled in the VA health care system by assisting with paperwork and driving to VA hospitals if unable to do so.

Social Security – assisted in enrolling in Social Security at age 62 or later if desired; if eligible, assisted with the filing of SSD and SSI claims.

Property Tax – insured that all service-connected disabled veterans were made aware of the fact that they can receive a discount on property taxes.

Education Benefits – worked with eligible veterans in acquiring tuition benefits, if desired, at state colleges, trade schools, etc.

Bonuses – insured that veterans are enrolled in the various state bonus programs such as programs for 100% service-connected veterans bonus, war bonuses, parents of a killed-in-action service member bonus.

Events

January again saw the annual VFW "Veterans' Walk for Homeless Veterans" at the Arsenal Mall which was a great success thanks to the efforts of Commander Joe Caouette, wife Rosemary and their staff. Russell Buchanan, Watertown's 102-year-old WW1 and WW2 veteran, led the walkers as in past years. Many had a hard time keeping up with Mr. Buchanan.

February brought the annual mid-winter conference of the Massachusetts Veterans Service Officers Association where numerous speakers updated veterans' service officers from around the state on a number of state and federal veterans programs.

April was the month, as in the past, where the New England Prisoner of War association held their annual meeting in Cambridge. This office attended and was updated by the VA regarding programs for Prisoners of War. It was a truly inspiring event in talking with several POWs and listening to their experiences.

May brought the town's annual school visitations, planting of flags at local cemeteries with the help of many local veterans and cub scouts from Pack 271, and Memorial Day parade. Thanks to the assistance of many volunteers along with town departments such as Police, Fire and DPW, the parade was a success.

June was a particularly memorable month as the Massachusetts Vietnam Memorial was dedicated in Worcester. This office was proud to attend and listen as state and local officials paid tribute to the Vietnam veteran and especially to those who made the ultimate sacrifice in service to their country.

September brought the first anniversary of one of the most tragic days in American history, September 11, 2001. This office was proud to be a part of Watertown's



Walkers from many backgrounds enabled this annual event to be a great success.



observance of this somber occasion. Thanks to the efforts of many groups and individuals, observances were held at the Delta in Watertown Square, fire headquarters and Victory Field. Additionally, this office set up a table at Watertown's annual Faire on the Square at Saltonstall Park to provide information for all veterans and dependents. Also in September, this office attended the annual three-day veterans' training Conference put on by the state Department of Veterans' Services. Always very informative, this event provided local veterans' service officers with updates on all state programs along with updates on social security, Medicare, health programs and the like.

November brought the annual Veterans Day observance this year held at AMVETS Post 41. With Bob Kaprielian as master of ceremonies, this moving event provided a forum for speakers including state and local officials and veterans to remember and reflect on veterans past and present and the positive effect they have had on this great nation. Also in November, the Taxiarchae/Archangels Greek Orthodox Church held an event commemorating members of the church who were members of the military. This office was proud to be a member of the committee, headed by Diana Proctor, which enabled a plaque with over 250 names of church service members to be mounted on an inside wall, and the

dedication of two flagpoles and a memorial stone for killed-in-action church service members.

The Veterans' Services office will continue to aid and assist any Watertown veteran and dependent in all aspects of benefits, eligibility and federal, state and local veterans programs. We are proud to be able to do so.



Commander Joseph Caouette, VFW Post 1105; Cub Scout Pack 271; Russ Buchanan, WW1 & WW2 Veteran, 102 years old (with shopping cart).

Memorial Day Monday, May 27, 2002



Color Guards from the Shutt Marine Detachment, VFW Post 1105 and the New England Shelter for Homeless Veterans.



CALVIN ROAD FIRE: Watertown Engine 3, in foreground, operates a master stream at the Calvin Road commercial bakery and food warehouse fire in August 2002. Ladder 1 has its aerial ladder extended, and ladder pipe stream working. Firefighters from Watertown and surrounding departments battled this stubborn fire for several hours on a hot and humid day.

9-11 Observance Wednesday, September 11, 2002



Master of Ceremonies Detective Michael Munger, Watertown Police Department (next to podium); Back Row L to R: Town Manager Michael Driscoll; Town Council President Clyde Younger; Norah Emara, Student Watertown High School; Chief Edward Deveau, Watertown Police Department; Chief Paul McCaffrey, Watertown Fire Department; Reverend Theodore Barbas, Taxiarchae/Archangels Greek Orthodox Church.



Chief Paul McCaffrey leads members of the Fire Department in the opening procession of the event.

Library Friends



Watertown Free Public Library Friends and volunteers were honored at an event at the Commander's Mansion.

Promotion



PROMOTED TO LIEUTENANT: Firefighter Robert A. Iannetta, a member of the Fire Department since July 1, 1991, was promoted to the rank of lieutenant on Feb. 21, 2002. Town Manager Michael J. Driscoll is at left in photo, and Fire Chief Paul F. McCaffrey is at right.



FIRE SAFETY HOUSE: Lowell School students evacuate from the Fire Safety House during a demonstration by Fire Department instructors. The harmless "smoke" adds realism to the exercise. Students are taught to "Stay Low in Smoke," and participate in E.D.I.T.H. (Exit Drills In The Home) drills. The fire safety instruction is made possible by the Student Awareness of Fire Education (S.A.F.E.) Grant received by the Fire Department.



ACADEMY GRADUATION DAY: Four Watertown firefighters completed the 55-day Recruit Training Program at the Mass. Firefighting Academy. Firefighters (from left) Chad Wheaton, Sean Connolly, William Maietta, Jr. and Sharon Rand are shown with Fire Chief Paul McCaffrey following ceremonies held on July 26, 2002.

Programs and Graduations



SIX ARE APPOINTED FIREFIGHTERS: Six firefighters were appointed on Feb. 14, 2002, to fill vacancies within the Fire Department. Shown with Town Manager Michael J. Driscoll and Fire Chief Paul F. McCaffrey are, from left, Firefighters Sharon A. Rand, James F. Maloney, William J. Maietta, Jr., Sean C. Connolly, Jason M. Capello, and Chad R. Wheaton.



Library

Mission

Watertown Free Public Library fulfills the informational, cultural, and recreational needs of the community by providing access to a wide variety of popular and reference materials, resources, services, and programs that extend their personal and intellectual development and that reflect the Town's cultural and ethnic diversity. The staff works to create an environment which welcomes and satisfies the needs of users of all ages and abilities, and works actively to attract new users to the library.

New Initiatives

The library was awarded a provisional grant by the Massachusetts Board of Library Commissioners in November for a renovated and expanded Main Library. The renovations will double the square footage of the Main Library, making it possible to increase the size of the children's room and to add a local history room and meeting rooms. In order to receive the grant funds in the amount of \$2,972,408, the Town Council must vote to approve the local part of the funding for the project.

The library was given an award by the Watertown Historical Commission in May for our historical preservation efforts, specifically for making our historical photographs and maps available on our web page and for the Watertown Women of Achievement program. Two departments of the library – Project Literacy and the Children's Department – received awards from the World in Watertown group for their exemplary dedication and commitment to promoting diversity, understanding, and tolerance throughout our community.

Adult Services, Children's Services and Project Literacy staff wrote and were awarded a \$20,000 community language grant to purchase library materials in the target languages used most often in the community: Arabic, Russian, Spanish, Armenian, and Portuguese. The grant is funded by the Massachusetts Board of Library Commissioners and will be used to

collect books, videos, DVD's and music for both children and adults.

A major program, Watertown Women of Achievement, was held during the year. This yearlong program was dedicated to honoring the volunteer efforts of the women in Watertown, both historical and current. The program included photos of the women, as well as interviews and quotes from them. A reception for the program was held during National Library Week at the Commander's Mansion. Lisa Hughes, a reporter from a local television station, was the keynote speaker at the reception.

A committee that included Beverly Shank and Leone Cole produced the book *Images of Watertown*. The book contains vintage photographs that bring to life Watertown's history. Some proceeds from the book are being donated to the Friends of the Watertown Public Library.

Special delivery service to the homebound patrons was expanded, and a new brochure describing these services was produced. An outreach program was also established with Brigham House, a new assisted living center in Watertown.

Brochures describing the library's services were made available in audio, Braille, Armenian, Portuguese and Spanish in order to address the Watertown community's needs.

Mt. Auburn Hospital awarded a grant to Project Literacy to develop and implement an ESOL Health Curriculum which was popular with our students.

Teen Services (formerly known as Young Adult) added an ongoing creative writing group and art group to their programming schedule.

The Children's Department began to circulate "Family Literacy Kits" that were made collaboratively with Watertown Community Partnerships.

Elaine Garnache became a Notary Public and served 77 people this year.

The community has always been generous with the Library and 2002 was no exception. The Burke Fund (a bequest from a former trustee) was used to purchase materials for all departments. Esther Sperandio, Joseph MacFarlane, Sarah Brownsberger, Louise Pallone, Dolores Mitchell, Daniel O'Connor, Joseph McHugh, Elaine Bazarian, Wilfred Rundlett, Janet Kessenich, John O'Neill, and Lorna Gordon donated library materials. Monetary donations were received from the Watertown Savings Bank, the Rotary Club, Reverend Antranig Beljian, Theresa Crouse, Sue Hanfling, and the Helen Robinson Wright Fund. The Watertown Savings Bank also donated library card covers. These donations are most appreciated, and the whole community benefits from them.

The donors to the Building Fund were: Katherine Button, Robin Cohen, Marie Corbett, League of Women Voters, Cathleen M. Ronan, Watertown Savings Bank, Clyde & Mary Younger, Edward & Alice Rearden (in memory of Mary Catherine Rearden), Doris and J. Laurence Coe, Lookout Security Systems, Inc., Watertown Women's Club, Dorothy A. Zaccaria, International Popeye Fan Club, Armene and Veronica Tarveian Cultural Fund (GKT), New England Fuel Institute, The HJA Revocable Trust: Helen J. Antinarelli Trustee, Katherine E Kopp, Final Touch Carpets, Inc., Lexus of Watertown, Angela Wright, Charles V. Berney, Alberta Donlan, Robert & Sally Collini, Sigrid Reddy Watson, Janet Bunbury, Sarah M. Brownsberger & Hafthor Yngvason, Whitney Research Group, Daniela Gnerre, Richard J. Phelps, Patricia A. Geller, Leone Cole / Susan Wawrzaszek, Marian Friedman, James and Beverly Armstrong, Living Springs Foundation: Robert Jonas & Margaret Bullitt-Jonas, May and Carl P. Daw, Jr., Dorothy & Donald Bowler, Madlen and Arthur Payaslian, Katherine and Richard Diamond, and Gerald Carney.

Trustees

In 2002, the Trustees were very busy coordinating the fundraising effort for the Main Library Renovation.

In appreciation of the many hours donated to the library by volunteers, the Trustees honored them with a Volunteer Appreciation night in June. In 2002 volunteers donated a total of 646 hours.

Personnel

Each year a Staff Day is held for the purpose of staff development and training. The highlights of this year's Staff Day included computer maintenance training and a panel of experts on how the Town is changing and how the library can respond to those changes.

One of the most important aspects of providing excellent library service is to be constantly training staff in order to have the most up-to-date information possible. In 2002, staff attended workshops on children's literature, readers' advisory, Microsoft Access, Power Point, email reference, senior outreach, emergent literacy, young adult literature, using a digital camera, coaching skills for supervisors. Several staff also attended professional conferences – Massachusetts Library Association Conference, New England Library Association Conference, and the American Library Association Conference. Staff members regularly participate in professional committees and make presentations at conferences.

Personnel changes occurred in the following departments:

Circulation Department

Ruth Bradshaw joined the staff as Circulation Supervisor.

Administration/Adult Department

Beverly Shank became Assistant Director upon the resignation of Lois Neve. Lisa Timothy was hired as Supervisor of Adult Services.

Young Adult Department

Young Adult Librarian Katherine Tirone was hired but resigned by the end of the year.

Project Literacy

Deborah McGill resigned and was replaced by Kathy Warren.

Programs and Services

The library continues to provide many popular programs and services for children, young adults, and adults.

A four-part series, "PC Tips@Your Library," was held during the year. The series covered the following topics: How to Buy a PC, E-mail, Troubleshooting, and Digital Cameras.

The Children's Department staff did a "Poetry Pause" for the entire Cunniff School in April and had several very popular events with the Watertown Family Network, including a "Mother Goose Day," "Green Eggs and Ham Breakfast," "Halloween Party" and "Winter Fun Fest." Other Children's outreach efforts included a "Library Literacy Day" at the Watertown Mall in June and a "Community Read-Aloud" in which photos of local "heroes" were displayed as "Watertown's Leaders are Readers."

The Teen Services Department provided positions for middle and high school students needing to complete hours of community service to complete graduation requirements. The teen Read to Win summer reading program encouraged over 150 teens to read over the summer months. Summer activities included tie-dye T-shirts, jewelry making, scrapbook making and much more.

The Adult, Young Adult, and Children's Departments meet the needs of library users by providing materials our patrons want in many different formats, including books (both regular and large type), videos, talking books, CD's, cassettes, magazines, microfilm CD-ROM's, and other electronic resources. The Departments also answer reference questions in person, via email and over the telephone and do

readers' advisory (suggestions of reading materials). In response to community needs, the collection of DVD's and books on CD was doubled in 2002. The number of databases offered exclusively by the Watertown Free Public Library was expanded. Included in the new collection are Proquest's Digital Sanborn Maps and Heritage Online. An edition of Grolier's Encyclopedia that includes significant Spanish content was also added. Large print books in Spanish were added to the collection for the first time. Lists of new feature film DVD's, videos, audio books and music CD's were published on a regular basis and made available to the public.

Training for the public on the catalog and the Internet is held on an ongoing basis in the Adult Department. The adult book discussion group, the Spanish book discussion group and the Science Fiction book discussion group continued at the Main Library. The Young Adult Department continued the Mother Daughter Book Group. Summer reading clubs were conducted by the Children's and Young Adult Departments.

Project Literacy conducted English for Speakers of Other Language (ESOL) classes for adults for 25 weeks of the year. Five classes at five different levels were offered with a total of 120 students enrolled. Two of those classes were funded by a grant from the Boston Adult Literacy Fund. That grant also funded childcare for students in classes. 65 volunteer tutor / adult learner pairs met weekly. Two weekly conversation groups, *Let's Talk*, were held all year. Three 18 hour tutor training workshops for volunteers were held with 23 new tutors trained. The Healthy Year Project courses, funded by Mt. Auburn Hospital, took place weekly from January through June. Other Project Literacy programs included visits to the Museum of Fine Arts and Boston Harbor Islands.

Special Programs Held by the Adult Department in 2002:

Main Library

Watertown Women of Achievement

Smart Women Finish Rich

Meyers Briggs Typology

A Place for Joey, about Italian Immigration and the great molasses flood in Boston's North End

Faire on the Square Poetry Event

East Branch

Nancy Sweezy, author, Armenian Folk Art

Virginia Tashjian book talking

Rev. Barsamian Armenian Program

Ralph Bibbo – "Do Spirits Surround Us?"

North Branch

Tree planting ceremony

Decoupage Flower Pots adult craft workshop

Scrapbooking craft workshop

Special Programs Held by the Young Adult Department in 2002:

Main Library

Creative Writing Group

Art Group

Cards/Quilling

Mother Daughter Book Group

Senior Thesis Book Talks

Read to Win Summer Reading Club

Arts and Crafts in the summer

Anime on Friday Afternoons

East Branch

Kate Carney as Rachel Walker

North Branch

Storyteller Tanya Robyn Batt from NZ presented fairy program

Lindsay visited a Creative Start Preschool to present storytime

Lindsay visited Ms. Garabedian's fourth grade classroom, for book talks and readers theater in November and December.

Beaded craft workshop with Linda Linebaugh

Special Programs Held by the Children's Department in 2002:

Main Library

January

Concert with Jane Corrigan

Harry Potter's Half-Birthday

February

Friends' Groundhog Day

Fred's Popeye Program

Dental Hygiene Program

Winter Olympics Festival

March

Hosmer Read-Athon

Early Childhood Education Fair

Klezmer Concert

Origami Workshop

Green Eggs and Ham Breakfast

Storytelling with Eileen Ryan

April

Concert with Jennifer Armstrong

100th Day Party

Book Crafts for National Library Week

Cunniff School Poetry Break (entire school)

Spanish Storytime

May

All Lowell Kindergartens

Arabic/Armenian Storytime

All Cunniff Kindergartens

Grandmother Storytime

All Hosmer Kindergartens

Hosmer After-School Poetry Program

Happy 100th Birthday, Peter Rabbit

June

Literacy Day at the Watertown Mall

Summer Reading Program Visits to Public Schools

Movement and Music

Storytime at Watertown Family Network

Japanese Storytime

Community Read-Aloud

Harry Potter Movie

July

"All that Glitters" Jewelry Making

Book Bingo

Arabic/Armenian Storytime

Massachusetts Story/Crafts

Even Start Literacy Program

French Storytime

Pajama Party

Puppet-Making Workshop

Tall Tales Story/Craft Program

Teddy Bear Tea Party

Anna Moo Concert

Beach Party

August

All-Star Carnival

Up, Up and Away

Shrek Movie

Herb the Vegetarian Dragon

September

Poster/Poetry Project

SteveSongs

October

Fairy Storytime

Music with Wendy Frank

Watertown Day at the Jackson Homestead

Halloween Parade

Halloween Party with WFN

November

Zany Zoo Storytime

Peter Rabbit's Birthday Party

4-H Club Bunny Storytime

Peter Rabbit on Tour

Children's Book Week Birthday Bash

December

Winter Fun Fest with WFN

Winter Party

East Branch

Winter Olympics Party

Dr. Seuss B-day Party

Pig Tales Reading Club

Pig Tales Club Party

2 Make-a-Book workshops

All Star Carnival

Science Magic

2 home school book making

Kathy FitzGerald concert

North Branch

Garden Day

Strawberry Festival

Artie's 40th Birthday Party

Carnival (in backyard),

Herb the Vegetarian Dragon (food by Bread & Circus; costume by Barefoot Books, stories by Lindsay)

Valentine Crafts

Children's author Clare Beaton (Barefoot Books) ornament crafts with Ms. Pellegrine's kindergarten class

Friends of the Watertown Free Public Library

The Friends of the Library continued their support of the Museum Pass Program which enables Watertown residents to visit the area's major museums at no or nominal charge. The Friends also donated a laminator, sponsored many library programs, and conducted two very successful book sales.

Statistics

Items added to the collection:

Books

Sound Recordings

Videos

CD-ROM's

Total:

Circulation:

Main Library –

Adult and Young Adult 216,065

Main Library – Children's 108,924

East Branch –

Adult and Young Adult 10,541

East Branch – Children's 9512

North Branch 23,940

TOTAL CIRCULATION: 368,982

Reference Questions Answered in person, via telephone, and email:

Adult and Young Adult 13,569

Children's 5486

TOTAL: 19,055

Attendance at Programs:

Department	Number of Programs	Attendance
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Adult	73	876
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Children's	466	12,939
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Young Adult	72	863
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TOTAL:	611	14,678
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Children's Programs Breakdown

	Number of Programs	Attendance
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Story Times

Main Library	119	1934
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East Branch	34	355
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North Branch	45	2124
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Toddler Drop-In

Main Library	48	1146
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Movie Programs

Main Library	24	831
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North Branch	6	66
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Class Visits

Main Library	51	2686
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East Branch	37	531
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Special Programs

Main Library	59	2454
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East Branch	12	198
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North Branch	31	614
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John A. Ryan Skating Arena

The John A. Ryan Skating Arena successfully completed its thirtieth year of operation. Watertown Youth Hockey provided a low-cost twenty-eight-week program for the youth of Watertown. Their annual Cuilla Tournament was its usual success with teams from the Boston area competing for the title. John Morrison retired as WYH league President after many years of service and will be sorely missed.

The Watertown High School teams continued to work hard in the Middlesex League. Bentley College, Trinity Catholic and Newton

South also called the Arena home. The Massachusetts Interscholastic Athletic Association held fourteen playoff games at the Arena.

Middlesex Youth Hockey held over 100 youth hockey games between teams from Watertown to Framingham up to Chelmsford. The Senior "A" hockey league is starting to make a comeback after a few tough seasons. The Boston Ice Sharks were featured in a Boston magazine in an article about women's sports.

The rink area was painted white to increase the brightness of the lighting without increasing the wattage used. The locker rooms were scrubbed down and painted. The boards and glass were adjusted and tightened. The netting on the ends of the Arena was restyled to protect the ceiling structure.

The entire staff would like to thank the staff at Town Hall, Department of Public Works, Watertown Police and Fire for answering our calls for assistance quickly and professionally.

Department of Public Works

Departmental Overview

Administration

The office staff handles public relations and information, permits, departmental payroll, purchasing, invoicing, accounting, water and sewer billing, commercial trash collection billing, cemetery records, funding issues surrounding all construction contracts and interface with state and federal agencies. Administrative staff also maintains communications with the Town's contractor providing residential trash removal, and handles public relations, data collection and analysis, and State reporting requirements regarding trash collection and recycling.

Cemetery

The Cemetery division is responsible for maintenance of over thirty acres of cemetery at three separate locations, sale of grave plots, preparation of graves, oversight of funerals at Town cemeteries.

In FY2002, the division handled 128 interments and 15 cremations. Thirty single graves were sold for immediate use and four double graves were sold for immediate use. Forty-two monuments were installed and 12 flush markers were placed, exclusive of veterans' markers.

Central Motors

The staff maintains and repairs vehicles for nine divisions, Town inspectors and administrative vehicles. Vehicles range from light pickup trucks to heavy dump trucks and related construction equipment.

Forestry

The Forestry division handles the pruning and maintenance of urban forest. In FY2002, the Forestry took down 155 trees, including 26 requiring take-downs as a result of storm damage. 133 tree stumps were removed.

Highway

The Highway division is responsible for maintenance and repair of approximately

72 miles of Town roadway and 144 miles of Town sidewalk, maintenance and repair of paved areas abutting or contained within Town facilities, review and issuance of relevant permits.

In FY2002, staff of the Highway Division repaired 57 sidewalk locations, 128 street trenches, installed over 600 linear feet of berm townwide, replaced the sidewalk, installed berm, placed loam and seed and paved the roadway on Phillips Street, overlaid Homer Street, Dewey Street, and Birch Road, paved 300 feet of roadway within Ridgelawn Cemetery, paved the entryway to the Boys Club, performed crack seal of Watertown and Warren Streets, and installed benches at Casey Park.

Day to day assignments included potholes, painting of crosswalks and street lines, placement of loam and seed, especially locations supporting contract work.

Sidewalk contract work addressed 127 locations for a total of 1413 blocks. Work began on a permanent street patch contract.

Parks

The Parks division handles all maintenance needs at 88 acres of Town grounds, parks and recreational facilities configured in 12 baseball fields, seven soccer fields, one field hockey field, one football field and two water parks, including picnic tables, cookout grills and public restrooms. The division interfaces with all groups using facilities, and accordingly marks playing grounds for all baseball, football, field hockey and soccer games played by high school, recreation department and youth groups in spring and fall.

The division uses the services of outside contractors to assist in parks maintenance and turf maintenance.

The Department was again fortunate to have the assistance of students in the summer of 2002. Students worked in the areas of parks, cemeteries, forestry and highway. In a seemingly short period of time, the students accomplished a great deal of work.

Property and Buildings

The staff of the Property and Buildings division repairs and maintains Town facilities, including HVAC and lighting systems, signage for elections and Town functions and the complex electrical wiring for town-wide fire alarm and emergency response systems. Staff also worked extensively on seasonal lighting and banners. The division is responsible for placing and repairing street and stop signs.

The division provides assistance to other departments in assembling staging and sound equipment, placement of signs and barricades for special events such as parades or the popular Faire on the Square, and rearranges furniture when needed for painting or renovations.

Sewer and Water

The scope of services for water and sewer staff continued to cover maintenance and repair of approximately 80 miles of sewer mains and 80 miles of drains with accompanying service laterals, cleaning of all Town catch basins, plumbing for all Town facilities, review of relevant permits.

In FY2002, the staff performed 21 water renewals, repaired 50 leaks and 7 water main breaks, replaced 19 hydrants, installed 8 new water gate valves, performed 6 drain repairs and 15 sewer repairs, resolved 77 sewer main line back-ups and 178 sewer house line back-ups. Staff built 35 new catch basins and set 3 new precast catch basins.

Division staff continued testing and inspections required by the United States Environmental Protection Agency and the Massachusetts Department of Environmental Protection.

The Department continued to strengthen its water quality services with increased back-flow testing and cross connection surveys. Resolution of water bill questions was also added to the responsibilities of the water quality staff member. Test results for lead in drinking water continued to be of high

quality and the staff continued to work extensively to isolate and eliminate sources of inflow and infiltration and of potential contamination for the river.

The Department completed a major drainage improvement project in the Waltham Street area, and a major sewer and drain improvement project on Parker Street. Construction work began in December 2001 and continued through June 2002.

The Spill Response Truck was deployed on 12 December 2001 in response to release of petroleum based substances into the river near California Street. In May, the truck was again deployed at California Street and then at the Watertown Yacht Club.

Snow and Ice

The Department of Public Works continues to be proud of its unparalleled reputation for superior snow and ice control.

Having been pleased with the results of ground speed controls that reduce the volume of deicing chemicals used in the treatment of road surfaces during snow and ice events, the Department is looking to phase in additional such equipment. Installation will take place in phases due to the high costs of the equipment.

Waste Collection

Successful recycling and reduction of trash volumes allowed an additional increase in

sale of capacity at the trash incinerator in North Andover. Sale of 1732.99 tons of capacity brought revenues of \$121,309.30. Collection of computer monitors and televisions exceeded 28 tons and a record 145 tons of white goods were likewise removed from the waste stream. The Town applied for and received a state grant for clean out of chemicals at Watertown High School.

FY2002 Personnel

Mary Haley joined the Department in October. Long-time employee Harry Hart retired in August and Carmine Massaroti became the Working Foreman in Central Motors in October.

Police Department

Bureau of Administrative Services

In 2002, the Police Department continued to apply for and was granted several State and Federal Grants. The Police Department was among a select few departments in Massachusetts to receive the Office of Community Policing Services U.S. Department of Justice "Cops In School" grant. This grant will provide funding for two full-time police officers for the next three years. These new School Resource Officers (SRO) will be able to devote all of their time to working in the schools building relationships with students and faculty. The goal is to reduce crime, bullying, recidivism and to continuously build upon positive relationships developed with the students.

The Police Department received a grant from the Commonwealth of Massachusetts to continue implementation of the Community Policing program. These funds allow for a myriad of activities to bring the

citizens of Watertown and the Police Department together for improving the quality of life and combating crime. This grant is also providing funding for our membership in the North Eastern Middlesex Law Enforcement Council (NEMLEC). This is a regional task force which provides a myriad of support services to combat criminal activities and domestic or foreign terrorism. The Department also received a 2002 State and Federal bulletproof vest grant, which allowed the much needed replacement of vests older than 5 years.

In 2002, the Police Department completed expenditures authorized under the Bureau of Justice Block Grant it received in 1999 and 2000. The department purchased communication, radio, photography & computer equipment, Truck Team traffic scales and continued funding for the Watertown Police Web Page. Also, in 2002 the department was awarded its seventh consecutive Bureau of Justice Block Grant. As in the case of the previous grants, this

grant will provide spending for a variety of products and services that will enhance delivery of police services for the citizens of Watertown.

During 2002, the Police Department continued to fund its highly acclaimed and successful Cops and Kids program at the middle school. The department conducted its 13th and 14th Citizen Police Academies, four RAD programs and was instrumental in the continued operation of several programs conducted at the new Fitness Gym at the Watertown High School.

On November 8, 2002 the Watertown Police Department achieve full certification by the Massachusetts Police Accreditation Commission. Our department became the only third police department in Massachusetts to acquire this certification.

In 2002, the Watertown Police Department received a joint Federal & State grant to upgrade our crime reporting system. This

grant will provide the computer equipment and software necessary for this task and will hopefully be completed by mid-year 2003. Currently the department reports its crime statistics to state and federal agencies via the Uniform Crime Reporting system (UCR). We will be changing to the National Incident-Based Reporting System (NIBRS).

The UCR Program collects offense information on the eight Part I crimes of homicide, forcible rape, robbery, aggravated assault, burglary, larceny-theft, motor vehicle theft, and arson. It provides limited information about offenses, victims and offenders, and includes reported arrests for 21 additional crime categories. Under NIBRS, law enforcement authorities will provide information to the FBI on each criminal incident involving 46 specific offenses, including the eight Part I crimes, that occur in their jurisdiction. Details about each incident include information about multiple victims and offenders. Arrest information on the 46 offenses plus 11 lesser offenses is also provided in NIBRS.

Detective Division

The Detective Division is comprised of the Investigative Unit, Licensing Unit, Juvenile Unit, Domestic Violence Unit, Drug Unit and the Prosecutor's Unit. Members of the Division investigated numerous crimes, initiated investigations, inspected licensed premises and were involved in programs for juveniles, the elderly, the business community and the general public.

As a result of a continued Federal Accountability Incentive Block Grant (JAIBG) the Watertown Police Department is continuing the Juvenile Encounter Team program (JET). The newest JET program will run from September 1, 2002 until June 31, 2003 (extended to conform to Commonwealth's Fiscal Year Cycle).

The JET program is a cooperative effort between the Waltham Probation Department, Middlesex DA's Office and the Watertown Police Department. This program, which is directed by Detective Sergeant William Logue, funds the joint

weekend night patrols of a team consisting of a police officer and probation officer. The team attempts to locate, field interview and counsel youths who have been identified as "at-risk" or youths that are currently on probation. This team patrol approach has proved effective at lowering the number of youths who re-commit criminal offences. Two probation officers and 12 police officers are assigned to the program.

The Domestic Violence Unit was established in 1992 and investigates over 200 cases a year. Det. Joseph Kelly was appointed as the Domestic Violence Officer in June of this year. In addition, the unit provides legal advice, support and assistance to other agencies, with the emphasis being placed on the safety of the victim and prosecution of the abuser.

This department is a member of the Suburban Middlesex County Drug Task Force (SMCDTF) which was formed in 1996 and consists of officers from nine area police departments. The division currently has one detective assigned to this task force. In the year of 2002 the SMCDTF has conducted eighty-two (82) investigations and successfully closed fifty-two (52). These investigations resulted in the arrest of ninety-seven (97) persons and the following seizures:

Drugs:

Cocaine	1,737 grams
Marijuana	35 pounds
Heroin	205 bags
Ecstasy	16,643 tablets
Lorazepam	189 tablets
Percocets	30 tablets
Oxycontin	160 tablets
Valium	60 tablets
Methadone	50 tablets
Vicodan	240 tablets

Weapons:

Handguns	2
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Other Assets:

Vehicles	14
U.S. Currency	\$218,516.00

The Prosecutor's Unit continued to work effectively with the Middlesex County District Attorney's Office. The Prosecutor's Unit handled over 1037 cases in the year 2002.

The Detective Division has continued to work closely with other area departments, including Boston, to address any gang activity. A detective has been assigned to identify and monitor gang activity. The division also works with other local and Federal agencies in the area of gaming, organized crime, sexual assault and firearms. Our detectives attend monthly detective meetings where they exchange information with area detectives. They attend the Greater Boston Detectives meeting which is held monthly at Brookline Police Department and the NEMLEC Detectives Meeting which is held at the Stoneham Country Club.

Throughout the year there was a continued effort to scrutinize reported crimes. This strategy revealed that many crimes that were reported were unfounded or false and that many employees committed reported commercial larcenies.

In addition to their normal duties the division also conducted alcohol-related sweeps aimed at curtailing teenage involvement in such activity. Package stores, clubs, and restaurants were monitored and youths questioned as to proper identification. The success of these operations is a result of the educational efforts of this division directed towards the liquor establishments and the strong enforcement action by the Watertown Licensing Board. The division also participated in teaching several classes at the Watertown Citizen Police Academy.

Personnel Changes

The Detective Division also had several personnel changes during 2002. Lt. Michael Lawn was appointed as the Division's Officer-In-Charge. Det. Robert Corazzini was transferred to the Prosecutor's Division and Det. Peter Seminara was assigned as a general investigator. Late in 2002, Det. Corazzini and Det. Seminara announced their retirement and planned on retiring in January of 2003. This created two openings

in the Detective Division. These positions were filled in December in anticipation of the two retirements. Det. Arthur Coffey was transferred from his Detective Clerk's position to the Prosecutor's Division. Det. Kathleen Campbell was assigned as the new Detective Clerk and Det. David MacNeil was assigned as a new general investigator. Det. Munger also returned in September from his one-year leave of absence, during which time he served in Kosovo, training police officers. During his time away four officers were assigned to the Detective Division on a temporary basis, serving 90 days each.

Licensing Unit

In order to encourage cooperation between the licensees of the City and the Police Department, with the intent to detect possible violations of the laws and regulations governing licenses, members of this unit conducted inspections of various licensed establishments during both day and night time hours. Any irregularities observed during these inspections were investigated and appropriate action taken whenever deemed necessary.

During 2002, complaints filed with the Watertown Licensing Board resulted in the following actions being taken: The suspension of three (3) licenses for alcohol establishments for a total of twelve (12) days. In addition, several licensed establishments, including both alcohol and auto repair, were issued written warnings.

It was found necessary to suspend one firearms license for one-hundred twenty (120) days for improperly discharging a firearm.

Detectives also conducted an alcohol sting in September of retail package stores and restaurants with an underage male, with the result of one hundred percent compliance in not selling alcohol to this minor.

License Applications 2002

APPLICATIONS:	Processed	Approved	Denied	Susp/Rev	Withdrawn
Firearms Applications					
Alien Application	1				
License to Carry cl A	75	72	0	1	2
License to Carry cl B	11	9	0	0	0
E.I.D. cl C	8	9	0	0	0
E.I.D. cl D	15	24	0	0	0
Total	110	114	0	1	2
Alcohol Applications					
One Day Permits	260	258			2
Sunday License	9	9			
Special Closing Hours	33	31			2
Total	302	298			4
Other Applications					
Auctioneers Special	7	7			
Raffle & Bazaar	17	17			
Solicitor	14	14			
Constable	1	1			
Hackney Driver	13	12	1		
Hackney Carriage	22	22			
Block Party	14	13	1		
Entertainment	0	0			
Parade/Road Race	1	1			
Peddlers	9	8	1		
Total	98	95	3		

Misc. Investigations

And/or Requests for Service: 164

The following administrative action was served pursuant to decisions made by the Watertown Licensing Board for violations:

The following licensed establishments served suspensions during the year of 2002:

Donohue's, General Market and MJLK dba 21 Nickels.

Juvenile Unit

During the year 2002, this department had official contact with 267 juveniles, 181 males and 86 females, for various incidents, with 33 arrested and 35 juveniles summonsed.

In June 2001, Det. David Collins was reassigned to the position of Juvenile Officer within the Detective Division, because of the departure of Det. Michael Munger to his United Nations Peace Keepers Mission

in Kosovo. Upon his return Det. Collins was permanently assigned as the Juvenile Officer.

The Juvenile Detective's responsibilities include conducting investigations involving juveniles and working with Juvenile Probation and the Department of Social Services. Working as a member of the Juvenile Encounter Team (JET) which provides a positive working relationship between the police, probation and the court system. This program is designed to meet at-risk juveniles in their home, school or hangouts with the intent to give guidance, direction and encouragement. The Juvenile Officer also attends monthly meetings of the Community Based Justice (CBJ) which is a group meeting sponsored by the Middlesex County District Attorney's Office, school officials and police officers. The purpose of these meetings is to share information involving juveniles who are in violation of

the law, probation (including CHINS) or school rules that may affect themselves or others within the system.

In the year 2002, we had the addition of two School Resource Officers (SRO) to our department. Officer Lloyd Burke was assigned to the middle school and Officer James O'Connor was assigned to the high school. These new positions have greatly reduced the workload of the Juvenile Officer. These officers work in conjunction with the Juvenile Officer on issues regarding juveniles. This year has been a learning process for all involved and thus far the results have been positive. The Juvenile Officer and SRO's have worked on numerous cases together including the bomb threats that we received at the middle school and high school.

Domestic Violence Unit

Det. Joseph Kelly was assigned as the Domestic Violence Officer in June of 2002. This department investigated over two-hundred fifty (250) domestic related incidents, which resulted in the arrest of eighty-six (86) individuals and also responded to approximately two-hundred (200) family disturbance calls. This department also received and processed approximately two-hundred (200) restraining orders during this year.

Det. Kelly monitors all domestic related incidents and conducts follow-ups and contacts victims and defendants when necessary. Det. Kelly also attends round-table discussions at Waltham District Court on a monthly basis. These meetings are with representatives from the District Attorney's Office, victim-witness advocates and domestic violence officers from surrounding cities and towns.

Investigations

In February 2002, Det. MacNeil interviewed a victim in a vandalism to MV case. As a result of the interview, he cultivated a confidential informant which yielded several controlled buys of ecstasy, the arrest of two persons, seizure of two BMW vehicles and

the seizure of over two thousand dollars in cash. This incident also led to the development of further information, which led to an additional seizure of over 30,000 hits of ecstasy. This investigation was led by the Suburban Middlesex County Drug Task Force along with assistance of Det. MacNeil.

In March of 2002, Det. David MacNeil was working on a series of locker room larcenies that were taking place at the Mt. Auburn Club at 57 Coolidge Avenue. Det. MacNeil determined that these larcenies were taking place in the early hours of the morning. He along with Det. Collins and Det. Kelly began conducting surveillance during the early morning hours at the gym. On 3-28-02, Det. MacNeil and Det. Collins were conducting a surveillance when the suspect entered the locker room and broke into a locker. When the detectives approached the suspect they were violently assaulted by him and the suspect fled the area. An intense investigation the same day resulted in the identity and subsequent arrest of a Chelmsford, MA resident. This case went to trial and the suspect was convicted and sentenced to three years.

In March of 2002, Det. MacNeil and Det. Collins worked on information received from Bellingham PD Sgt. Rich Perry. A B&E and Larceny occurred at Current Solutions on 26 Calvin Road approximately two years ago. The crime was still unsolved as of March 2002. Det. Collins and Det. MacNeil were able to work with Bellingham PD, locate witnesses and obtain arrest warrants for persons responsible. Recovered as a result of the investigation were two 42" Plasma/LCD televisions valued at over \$10,000.00.

In March of 2002, Det. Joseph Kelly along with the Attorney General's Office Economics Crimes Division, investigated the complaints of contractor fraud against James Pallone of 61 Webster Street, Watertown. This investigation resulted in the indictment of Pallone by the Middlesex County Grand Jury for thirty-six counts of Home Improvement Violations. There were multiple victims from various communities.

Pallone is scheduled for trial at Middlesex Superior Court in May of 2003.

In May of 2002, Det. Collins and Det. MacNeil worked with DPW Superintendent Mee and members of SMCDTF in an investigation into the theft and resale of Town-owned property, involving a DPW employee. An undercover investigation was initiated which resulted in a Watertown DPW employee selling the stolen property to an undercover police officer. This employee was arrested for Receiving Stolen Property and for the theft of several thousand dollars of Town-owned landscape equipment. As a result of this incident, this employee is no longer an employee of the Town.

In September of 2002, Lt. Lawn and Det. Collins responded to a Laurel Street address on a report of a B&E and Larceny from this residence. It was determined that approximately \$20,000 dollars in cash was taken from the residence. Witnesses had observed a young male neighbor exit the driveway of this residence and get into a motor vehicle. The witness was able to get a plate from a vehicle and it belonged to a Somerville resident. Lt. Lawn, Det. Collins, members of the SMCDTF and Somerville detectives set up a surveillance at this residence. Suspects arrived at this location and the investigation resulted in the arrest of a Watertown resident for the B&E and three Somerville residents for Receiving Stolen Property over \$250.00. Approximately \$12,000 in cash, property bought with the money and drugs that were purchased with the stolen money were recovered.

In October of 2002, Det. Munger investigated a B&E and Larceny from a trailer at Ionics Co. on Grove Street. Taken in the break were a digital copier, laptop computer and a digital scale. Det. Munger developed a former employee as a suspect in this case. Det. Munger was able to lift a fingerprint off of a door handle and submitted it to the State Police Lab for analysis. The State Police Lab was able to identify the fingerprint as belonging to the suspect. There is currently an outstanding warrant for his arrest.

During the year 2002, our department responded to numerous house and business fires. Det. Collins and Off. Robert Kelly, who are assigned to the department's Arson Investigation Team were called out to approximately eight (8) fires over the course of the year. Some of the larger fires included: Piermont Street, where the fire was discovered to start in the basement; Boyd Street, where a seventy-one-year-old male perished in the fire, and the fire was discovered to have begun in the dryer. A business establishment on School Street also had a fire which is still currently under investigation by investigators. Investigators also responded to Church Street, where the fire was discovered to have started due to an electrical problem in the residence. Investigators also worked on the major fire at Sweet Endings on Calvin Road. This was a five alarm fire that caused over a million dollars in damages. The federal agency Alcohol Tobacco & Firearms (ATF) called in their national response team to investigate this fire. This gave our investigators an opportunity to work with some of the top fire investigators from across the country.

Accreditation

On October 17th and 18th an assessment team from the Massachusetts Police Accreditation Commission conducted an assessment of the Watertown Police Department. The Assessment Team recommended that the Watertown Police Department be awarded State Certification. And as a result, the Watertown Police Department was awarded State Certification on November 8, 2002. This a prestigious award which reflects the professionalism of the Watertown Police Department and all of its members. Currently there are only two other agencies in Massachusetts which have been granted this honor.

The Massachusetts Police Accreditation Commission has set more than 300 standards, ranging from use of force and pursuits to fiscal management, which departments must comply with in order to be granted Accreditation. The Watertown Police Department has been working

toward Accreditation for several years. The process has helped the Department become more efficient and effective, and has assisted the Department in providing high quality professional service to the residents of Watertown. The Department is nearing its goal toward Accreditation and the Department expects to be granted full Accreditation in early 2003.

Training

During the year 2002 all members of the Watertown Police Department attended twenty-four hours of in-service training sessions presented by the Massachusetts Criminal Justice Training Council. The in-service training program has a core curriculum consisting of criminal, motor vehicle and constitutional law updates, defensive tactics, first aid and cardiopulmonary resuscitation (CPR). Watertown Police instructors were certified or re-certified in the areas of oleoresin capsicum, firearms, patrol rifle, police baton and racial profiling.

In November of 2002, all Department supervisors attended a three-day Critical Incident Management course. The course was sponsored by the Greater Boston Police Council, in conjunction with the North Eastern Massachusetts Law Enforcement Council (NEMLEC). It is designed to prepare first-line supervisors on how to respond and contain a critical incident, such as a hostage situation, a hazardous material spill or even a terrorism incident. Lt. Justin Hanrahan was one of fourteen police officers in the state trained as an instructor in this course. The Greater Boston Police Council plans on training more than 100 police departments on this topic. The Watertown Police Department, along with the Waltham and Arlington Police Departments, were the first departments in the state to train their supervisors in Critical Incident Management.

Police supervisors also received additional training sponsored by various law enforcement and academic specialists. Lt. Justin Hanrahan, Sgt. Daniel Unsworth, Sgt. David

Sampson and Sgt. Wayne Hoiseth attended a two-week police leadership course sponsored by the University of Massachusetts at Lowell and the Lowell Police Department. Many nationally recognized leaders in law enforcement, such as William Bratton, the current Police Chief of the Los Angeles Police Department, instruct the course.

Firearm training and qualification courses were conducted for all department members twice during the year 2002. In the spring, all officers attended a field-training course at Ft. Devens, Ayer, MA, where all officers were introduced, trained and certified in the use of the AR-15 patrol rifle. In the fall, all officers went to the Boston Police Range at Moon Island in Boston where they qualified in nighttime low lighting conditions.

Various police officers received specialized instruction in the following areas: community policing, juvenile violence, threat assessment, commercial vehicle enforcement, suicide prevention, gang violence, terrorism and weapons of mass destruction and domestic violence.

In keeping with the Department's community policing efforts, eleven officers attended an intensive training course in community policing sponsored by the New England Community-Police Partnership and held at St. Anselm College in Manchester, NH. Officers also were trained in community policing related areas such as leadership, school safety, Drug Abuse Resistance Education, team building and problem solving, and protecting our elders.

Traffic Division officers attended courses in motor vehicle law, fraudulent Registry documents, basic and advanced motor vehicle accident investigation, commercial vehicle enforcement, and crash reconstruction.

Specialized training was conducted in the Detective Division. Detectives attended seminars in sexual assault, gang violence, internal affairs, background investigations, DNA collection, juvenile law, computer crime, hate crimes, homicide and narcotics.

Civilian employees and public safety dispatchers received training in first aid and CPR, Critical Incident Dispatching and NIBIRS data entry.

The Police Department's commitment to a well-trained and educated work force is an ongoing process and will continue well into the future.

North Eastern Massachusetts Law Enforcement Council

In 2002, the Watertown Police Department became a member of the North Eastern Massachusetts Law Enforcement Council (NEMLEC). NEMLEC was established in 1963 when several local police chiefs began informally to share information and discuss common problems. NEMLEC has evolved over the years to address the ever-changing demands placed upon the law enforcement profession by providing a system for the dissemination of information among law enforcement agencies and through mutual assistance and logistical support to meet the immediate requirements of an emergency or unusual situation. Today, NEMLEC is a consortium of more than 30 police agencies from Middlesex and Essex Counties. As part of the Council the Watertown Police Department commits its resources to assist other member agencies in an effort to increase and improve their capabilities to provide protection of life and property thereby preserving the safety and welfare of the region.

Seven Watertown officers were selected to be part of the NEMLEC Regional Response Team. This team, of more than 100 officers, are trained and prepared to respond to an emergency on a moment's notice. Also, Sgt. Daniel Unsworth was selected to be a member of the NEMLEC SWAT team. The NEMLEC SWAT team consists of more than 30 officers highly trained to respond to high-risk incidents.

School Resource Officers

In 2002, the Watertown Police Department was awarded a Federal grant, which funded two additional police officers for three

years with the provision that two officers are assigned to the public schools on a full-time basis. Starting in June of 2002, Officer Lloyd Burke was assigned full-time to the Watertown Middle School and Officer James O'Connor was assigned full-time to the Watertown High School. The officers serve as a liaison between the school faculty, parents and the police department. The officers also help provide a safe environment at our schools and are a valuable resource for the students and school faculty.

Community Relations and Staff Development Unit

The Community and Staff Development Unit consists of the DARE Officer, two School Resource Officers, and one full-time Community Police Officer.

The DARE Officer teaches substance abuse education classes to sixth and seventh graders, and also teaches first graders about staying away from strangers. The DARE Officer also provides support to all of the elementary schools, and is a resource for legal questions, and assistance with troubled youths. The DARE Officer builds a strong rapport with the teachers as well as the students. The DARE Officer has worked with the schools on fundraisers, peer mediation, field trips, and regularly attends the Department's Cops and Kids program.

The Department has one full-time officer in the High School and the Middle School. These officers build relationships with the students and staff, provide a sense of security in the facility, and provide guidance to teachers, students, and their parents. The High School officer regularly teaches senior classes about the law and legal issues as they pertain to their age group. The Middle School Resource officer regularly attends the Department's Cops and Kids program. These officers regularly attend the Community Based Justice meetings, and work with the administration to assist in obtaining necessary servicees for students.

The Community Police Officer offers a wide range of presentations and trainings to the citizens of Watertown. The Officer also

works with community groups, and participates in neighborhood improvement and crime reduction projects. The Community Police Officer was instrumental in coordinating a Holiday Gift Program for youths, and regularly conducts home visits to senior citizens at risk.

Sworn Personnel

Promotions:

Justin M. Hanrahan – Lieutenant	05-09-02
Michael P. Lawn – Lieutenant	05-09-02
David A. Sampson – Sergeant	05-09-02
Wayne C. Hoiseth – Sergeant	05-09-02

Appointments:

James J. Carlson	03-04-02
Mark J. Leitner	03-04-02
Sean D. O'Malley	09-09-02
Edward P. Farrell	09-02-02
Sheila Grady-Duguay	09-02-02

Retirements:

James E. Conley, Jr. – Lieutenant	01-17-02
Carmen A. Vigorito – Patrolman	07-26-02

Civilian Personnel

New Hires:

Donna M. Palombo – Public Safety Dispatcher	11/12/02
Maria L. Sidiropoulos – Public Safety Dispatcher	11/26/02

Bureau of Field Operations Patrol Division

The primary mission of the Patrol Division is to serve Watertown's citizens through a cooperative effort and to protect their property through enforcement of laws and highly visible deterrent activities. The officers of the Patrol Division represent the Department's first response to all emergencies and most calls for service. Due to retirements, the Department hired six new officers in 2002, to fill existing vacancies. From the time an officer retires, it takes approximately one year to hire and train an officer to fill that vacancy.

During 2002 the Patrol Division responded to 17,904 calls for service. These calls initiated investigations and events that resulted

in 527 arrests. These statistics do not reflect all of the officer-initiated contacts made by patrol officers during the course of routine patrol.

Heavy emphasis by the Patrol Division was also placed in the enforcement of traffic regulations in keeping with the goal of moving traffic safely and efficiently on the streets of Watertown. Officers and equipment were assigned to monitor and enforce traffic rules and orders when necessary in keeping with this goal.

Officers were also assigned to "hot spots" for enforcement. These locations are where a large number of accidents or violations occur, or where there are numerous complaints by citizens. This selective enforcement activity was funded by a \$9,600 grant the Department received from the Governor's Highway Safety Bureau.

Patrols were adjusted during the course of the year to address increased activity due to crime trends, holidays, special events, and recreational events at parks and playgrounds. Patrols were increased during peak shopping periods in the business districts of Watertown. This was accomplished by using motor patrol, foot patrol, and the use of motorcycles. The Patrol Division works in concert with other divisions in the Police Department and outside public and private agencies within the area to accomplish the objective of providing the most effective deployment of personnel possible. Computer data is analyzed to assist in the deployment of police officers to areas in need of police attention.

The Patrol Division, as well as the entire Police Department, is committed to Community Policing. One of the goals of Community Policing is to build a partnership between the police and the community, encouraging interaction between the two so that we can solve community problems together. This partnership also allows the community to let the police know what concerns they have and which issues they feel are important and would like addressed. Officers constantly receive training in

Community Policing and are encouraged to increase their interaction with the citizens on their respective patrol routes. Officers are also relieved of their assignment for a portion of their shift to work with the community on various issues and problems. Accomplishments include: a Police Athletic League that has had over two hundred and seventy youths participate and coached by police officers and dispatchers who volunteer their time; a "Cops and Kids" program involving police officers and students in a structured after school program between the hours of 2:30 p.m. and 5:00 p.m. for middle school youths. In 2002 the Police Department held two Citizens Police Academies which give participating citizens an inside look at the police department. Each class is made up of approximately twenty citizens, of all ages, and is taught by police officers on various subjects including narcotics, criminal law, traffic, patrol procedures, and deadly force. The program also included a ride along, where participants can ride with an officer on patrol to get an up close and personal view of police work.

Public Safety Dispatchers

There are nine Public Safety Dispatchers that answer over 100,000 incoming phone calls per year. The dispatchers answer all calls for assistance for both the Watertown Fire Department and Police Department. The dispatchers come under the Patrol Division of the Police Department. They are the first point of contact for all citizens requesting assistance or directions from either department. The dispatchers answer all E-911 calls and are responsible for dispatching all fire apparatus and ambulances when required. They also dispatch all police cars to service and emergency calls, which amounted to 17,904 calls for service last year alone. These dispatchers are also required to make contact with the Registry of Motor Vehicles to obtain vehicle information and confirm warrants on wanted individuals. Two new dispatchers were hired in 2002 to fill vacancies.

Traffic Division

In 2002 the Watertown Police Department Traffic Division conducted traffic enforcement activities throughout the Town. These activities included enforcement of both parking regulations and moving motor vehicle laws.

The Traffic Divisions has two patrol cars and four Harley Davidson motorcycles assigned to it. Officers operating these motorcycles attended forty hours of instruction at the Boston Police Motorcycle Training Academy and the MBTA Motorcycle Training Academy.

The Traffic Division supervises two town employees who are employed as Parking Enforcement Officials. The addition of these two positions allows Police Officers to dedicate their time to other police duties.

Between January and December 2002, the Traffic Division conducted surveys, studied traffic flows, and conducted investigations for the Watertown Traffic Commission. This information was used by the Traffic Commission in their determination for the addition, replacement, or deletion of traffic signs, rules and regulations.

The Traffic Division also conducts additional surveys and investigations for other Town agencies such as the DPW, Zoning Board of Appeals or Planning Board.

The Traffic Division also has two speed/radar trailers, purchased with federal grant money awarded to the department. These trailers are portable radar units that display the target vehicle speed on a 3' x 3' display window. This trailer can also conduct traffic counts, counting the number of cars that pass by, by the hour of day, and recording their speed. This appears to be an effective tool in reducing vehicle speed in problem areas where the trailer is set up.

The Traffic Division also supervises twenty-two full-time and two part-time traffic supervisors. These supervisors are responsible for traffic control and the safe passage of school children in and around the public schools.

In the event of any serious or fatal accident, the Watertown Police Department Traffic Division maintains a team of accident reconstruction specialists who are on call twenty-four hours a day.

These officers are capable of reconstructing an accident and determining vehicle speeds and other variables contributing to the accident.

The Traffic Division received an \$8,000 Grant from the Governor's Highway Safety Bureau. This allowed the Department to concentrate on crosswalk, speed and seatbelt violations, as well as detecting impaired drivers due to alcohol or drugs.

The division also received a \$3,000 Child Safety Seat Installation Grant from the GHSB, which was used to purchase car seats and installation supplies. Traffic officers install these seats for town residents free of charge. Officers attend a forty-hour course to learn how to properly install child car seats.

The Traffic Division also received a grant of fifty bicycle safety helmets from the Governor's Highway Safety Bureau, for distribution to town youths in need of a helmet or in conjunction with a bicycle safety program.

In the year 2002, the Department issued the following motor vehicle citations:

Total parking violations 31,535

Total moving citations issued in 2002, including:	15,437
OUI 1st	64
OUI 2nd	3
OUI 3rd	2
OUI Drugs	0
Suspended/Revoked licenses	200
Operating W/O being licensed	145
Accidents	1038
M/V vs. M/V	915
M/V vs. Fixed Object	84
M/V vs. Pedestrian	21
M/V vs. bicycle	12
M/V vs. other	6
There was one fatal M/V vs. Pedestrian accident in 2002.	

Fire Department

Fire and Emergency Incident Response

The Watertown Fire Department responded to 3,851 reported fires and emergency calls for assistance during 2002. A summary of those incidents and estimated property losses as compiled by the Fire Prevention Bureau is as follows:

Accidental alarms from building fire-reporting systems	482
Motor vehicle fires	11
Assistance with animal control problems	17
Investigate a gas leak or odor	39
Fire other than a structure fire	25
Heating system malfunctions or fires	32
Smoke condition investigated	81
Electrical problem with appliance or building service	56
Building or structure fire	11
Fires in stoves or cooking appliances	41

False alarms or calls reporting a fire or emergency	146
False calls reporting an explosive device	5
Assist with water problem in building	57
Assist owner or occupant locked out of automobile or dwelling	79
Hazardous material spills or leaks	39
Emergency medical assistance call (includes both Watertown and mutual aid calls)	2,235
Miscellaneous calls for assistance	31
Mutual aid response to other communities, for fire suppression coverage	10
Elevator emergencies, victims trapped inside elevator car	16
Motor vehicle accidents	210
Calls investigated, services rendered as required	137
Downed electrical or utility wires	67
Rubbish or Dumpster container fires	24
Total Number of Emergency Responses for the Year 2002:	3,851

Annual Apparatus Response for 2002

Central Fire Station (Station 1), 99 Main Street:

Engine 1	1,536
Ladder 1	935

East Watertown Fire Station (Station 2), 564 Mount Auburn Street:

Engine 2	1,185
Ladder 2	516

North Watertown Fire Station (Station 3), 270 Orchard Street:

Engine 3	1,149
Fire Rescue (emergency medical ambulance)	2,388

Note: some incidents require response of more than one unit to the scene of the emergency.

Six Multiple Alarm Fires in 2002:

The Fire Department responded to many calls for structure and dwelling fires during the year. The initial response to such calls is by two engine companies and an aerial ladder company, under the command of the deputy fire chief on duty. This first-alarm response is usually sufficient to confine and extinguish the fire. However, when conditions require the response of more fire

apparatus, the officer in charge at the scene orders additional alarms to reinforce the initial fire attack. These additional or greater alarms bring additional engine companies and aerial ladder companies to the fire location.

Watertown firefighters responded to six fires in 2002 for which a second, third, or fourth alarm was sounded. The location of the fires, and the date of the incident, are as follows:

Date:	Location:	Type of Occupancy:
February 3, 2002	39 Piermont Street	Single-family dwelling
March 7, 2002	17 Boyd Street	Multi-family dwelling
August 13, 2002	19 Calvin Road	Commercial bakery and warehouse
August 26, 2002	59 Coolidge Hill Road	Nursing care facility
September 13, 2002	99 School Street	Commercial building, block-of-stores
November 28, 2002	116 Church Street	Single-family dwelling

Calvin Road Fire

All members of the Watertown Fire Department on duty responded to the Calvin Road bakery and food warehouse fire on Tuesday, August 13, 2002. In the days that followed, many people in the community and from elsewhere called or contacted the fire chief's office to express concern for all the firefighters, especially those injured, and to praise them for their firefighting efforts.

This fire was especially difficult to fight. It appeared to have a head start, the heat and humidity on that day were debilitating to firefighters, and the old style building construction made getting at the fire difficult. Firefighting efforts were able to contain the fire to the building of origin and keep it from spreading to other buildings and houses in the neighborhood. Several firefighters sustained injuries or suffered from heat exhaustion and dehydration.

The efforts of Watertown firefighters and others responding under the Metrofire District mutual aid agreement to contain and extinguish this dangerous fire, and to protect the threatened exposures, brought credit to themselves and their respective fire departments.

Mutual Aid Assistance from Other Greater Boston Fire Departments and Mutual Aid Response to Other Communities

The Watertown Fire Department thanks the Arlington, Belmont, Boston, Brookline, Cambridge, Newton and Waltham Fire Departments for providing fire scene response and fire station coverage during 2002 when all Watertown firefighters units were engaged in fire suppression activities.

The Fire Department responded to other municipalities in Greater Boston several times in 2002, under the established Metrofire District mutual aid assistance agreement. These responses were to fires reported near the boundary between Watertown and an adjacent community, directly to the fire to assist with firefighting efforts, or to fire station coverage assignments during major fires in other cities and towns.

Estimated Property Losses in 2002:

Building and structure fires \$2,005,000

Estimated Largest Losses in Property

19 Calvin Road, commercial building fire	\$700,000
17 Boyd Street, residential building fire	\$500,000
39 Piermont Street, residential building fire	\$350,000
116 Church Street, residential building fire	\$200,000
99 School Street, commercial building fire	\$150,000
510 Mt. Auburn Street, apartment building fire	\$50,000
53 Piermont Street, residential building fire	\$30,000
59 Coolidge Hill Road, nursing care building fire	\$25,000

Fees Collected

Smoke detector inspections	\$12,165
Copies of departmental reports	\$212
Required Permits for product storage, or regulated activities	\$8,070
Annual fees for connection to master fire alarm boxes	\$25,350
Cargo tank-truck vehicle inspections	\$520
Required fire prevention inspections, conducted quarterly	\$600
Total Fees Collected	\$46,917

Inspections Conducted By Fire Apparatus

Oil burner inspections	61
Smoke detector inspections	608
Inspections conducted quarterly:	
Day care facilities	48
Public and private schools	56
Community residences	24
Nursing care facilities	12
Handicapped workshops	20
Motels	4

Fire Department Provides Basic Emergency Medical Assistance

The Fire Department has provided basic emergency medical care and transportation for citizens in Watertown since 1975. The department has more than 70 firefighters who are certified emergency medical technicians. The remaining firefighting personnel are qualified to state standards as Medical First Responders.

All members of the department certify annually in cardiopulmonary resuscitation (CPR) skills. The department's engine companies and ladder companies are also equipped to handle medical emergencies. The closest available engine company is dispatched with the Fire Rescue to medical assistance calls. Aerial ladder companies are sent to the emergency scene when their specialized rescue skills or equipment are needed.

Firefighters who are either Emergency Medical Technicians or Medical First Responders are also trained on the use of the semi-automatic cardiac defibrillator. These defibrillators have been carried on the Fire Rescue/Ambulance, as well as the first-responding engine companies and aerial ladder companies, for several years. The Fire Department upgraded their defibrillators during 2002 to newer models with enhanced features. Watertown was one of the first communities in the Greater Boston area to have these life-saving units available for early response to emergency medical incidents.

A cooperative agreement with a private ambulance company to provide Advanced Life Support (ALS) service in Watertown was instituted in November 1995. ALS services are provided by a non-transport Advanced Life Support unit staffed by two certified Paramedics.

The ALS system is a two-tier model. The Watertown Fire Department provides emergency medical Basic Life Support service, and the dispatch of its ambulance unit to the scene upon receipt of a medical emer-

gency call. Watertown public safety dispatchers also send the ALS unit if the nature and circumstances of the reported incident, such as a cardiac-related emergency, are within certain guidelines.

Medical direction for Watertown Advanced Life Support activity is provided by the South Middlesex Emergency Medical Services Consortium through the Mount Auburn Hospital. Patients are treated and transported, usually in the Watertown Fire Department ambulance, within protocols and guidelines provided by the emergency medical region which provides oversight for ALS activity in the Greater Boston area. Ongoing clinical supervision and quality assurance is provided in conjunction with the South Middlesex and North Suburban EMS consortiums.

SAFE Fire Safety Education Program

The Town of Watertown received a Student Awareness of Fire Education (SAFE) Program grant award of \$5,267 during fiscal year 2002. This grant provided financial resources to continue a fire safety education program offered by our firefighters for the school children of Watertown through June 2002. The SAFE Program commenced in 1995. Past grants received by the Town and the Fire Department total \$48,000.

Then-Secretary of Public Safety James Jajuga and State Fire Marshal Stephen Coan announced the awards during 2001. The grants provided funds for required recurrent training and attendance at regional meetings of SAFE Instructors, and allowed approximately 120 hours of direct program delivery to Watertown school children. Firefighter Paul Coughlin is the SAFE Instructor. Several other Fire Department members also participated in the program.

At this writing, the program has not been authorized in the current fiscal year; however, there may be a modest grant in 2003 to continue this educational effort, but on a reduced basis.

September 11, 2001 – United We Stand

The Fire Department participated in a September 11th ceremony to commemorate the first anniversary of the terrorist attacks of September 11, 2001, and the subsequent losses suffered at the World Trade Center, the Pentagon, and in Pennsylvania. Apparatus at the Main Street fire station and the firefighters on duty followed a plan of events recommended by the Fire Chiefs' Association of Massachusetts and the Professional Firefighters of Massachusetts. The Watertown Firefighters Local 1347 Color Guard participated. Off-duty members of the department were invited to attend, and many did so. The Firefighters Color Guard and the fire chief also participated in the Community Remembrance held that evening at Victory Field.

Fire Stations Renovation Project

The Town Council approved funding in April for the planned improvements at the East Watertown and North Watertown fire stations. The renovation project commenced in May, and required several months to complete. These improvements to the two neighborhood fire stations addressed issues and needs identified in the 1999 Gale Associates Facilities Assessment Study of several Watertown municipal buildings.

Project architect was Allen M. Lieb Architects, of Lynnfield, MA. General contractor was Paul J. Rogan Co., Inc., of Braintree, MA. The Rogan Company was also the contractor on the headquarters fire station project completed in September 1991.

Improvements to the North station included:

- New gas service, conversion of the heating system to natural gas, removal of the underground fuel oil tank,
- New salt resistant concrete apron at apparatus bays and roadway to parking area, new concrete sidewalk between apron and road,

- New bituminous concrete pavement,
- New aluminum insulated glass windows,
- New apparatus rear overhead door,
- Paint all existing wood trim, doors, frames, etc.
- New building fire alarm, smoke/heat detector system,
- New plumbing/fixtures throughout building,
- New carbon monoxide and nitrogen dioxide detection system interlocking to exhaust system,
- Repaint all interior painted surfaces,
- New firefighters turn-out gear storage area on apparatus floor,
- New station office,
- New kitchen and appliances, relocated from the apparatus floor to the second floor living area.

Improvements to the East station included:

- New salt resistant concrete apron to curb line,
- New bituminous paving at parking area with line marking,
- Renovations to existing handicapped ramp,
- Paint all exterior and interior painted surfaces,
- New apparatus overhead door units, electrically operated,
- Remove existing slate roofing, make substantial repairs, and replace slate roof,
- Install new floor drain and sump pump in basement,
- Install new building fire alarm system,
- New CO₂ and nitrogen dioxide detection system connected to exhaust/fresh air supply.

On behalf of the Fire Department the fire chief wishes to thank planning director Greg Watson, purchasing agent Phyllis Marshall, former planning director Mark Boyle, former purchasing agent Norma Collins, and Town Manager Michael Driscoll for their assistance, as well as the members of the Honorable Town Council for project approval and financial support.

2002 Massachusetts Firefighter Service Awards Recipients

The Massachusetts Fire Service Commission has established the Fire Service Award Program to recognize firefighters who have served their department and community for 20 or more years. A certificate and distinctive uniform emblem is presented to denote length of service in five-year increments. The fire chief joined with the Fire Service Commission and the state fire marshal in recognizing the following members of the Watertown Fire Department, based upon their completed service as of December 31, 2002, as recipients of the Awards:

20-Year Award

Firefighter Michael H. Pepe
Firefighter Edward R. LaVache

25-Year Award

Firefighter John L. Martin
Lieutenant Eugene J. Merullo, Jr.
Firefighter Joseph C. Ridenti

35-Year Award

Deputy Chief Robert H. McFarland

Personnel Activities in 2002

Town Manager Michael J. Driscoll made the following appointments and promotions during the year, in order to fill vacancies within the Fire Department:

Appointments

Brian T. Donovan, Michael L. Stanley, and Vincent Mastroianni were appointed firefighters for the Town of Watertown on September 5, 2002.

Promotions

Firefighter John D. Russo was promoted to the rank of temporary lieutenant on May 30, 2002. Firefighter Thomas G. Ganjian and Firefighter Thomas L. Walsh, Jr. were promoted to the rank of temporary lieutenant on December 19, 2002. These three temporary promotions were to fill extended

vacancies caused by illness and injuries within the officer ranks.

Elected

Chief Paul F. McCaffrey was elected chairman of the Massachusetts Fire Service Commission for the year 2002 at their January meeting. The chief was appointed to the commission by the governor in January 1997, and is completing his second 3-year term, representing the fire departments of Greater Boston. The Fire Service Commission appoints the state fire marshal, and has certain oversight pertaining to the operation of the office of the fire marshal.

Commendation

Firefighter Paul J. Coughlin, Firefighter William T. Hughes and Lieutenant Donald E. White, Jr. were among those firefighters commended for their efforts at a tragic house fire on March 7, 2002. Firefighters responding to the address on Boyd Street just before midnight encountered a raging fire in a two-family occupied duplex dwelling. The fire had originated on the first floor in the rear of the dwelling adjacent to the kitchen and was extending rapidly to the second floor and third floor. Arriving firefighters were notified of an occupant trapped in a second floor bedroom, and another occupant in a third floor bedroom was threatening to jump from the window. Firefighters, under the direction of Deputy Chief Anthony M. Gianotti, commenced rescue and fire suppression efforts. The third floor occupant was brought to safety over a fire department ladder. However, despite their best efforts, firefighters were unable to reach the second floor occupant in time to effect a rescue.

Retirement

Lieutenant Francis G. Murphy retired on March 31, 2002, after serving the Fire Department and the Town of Watertown for more than 43 years. Lieutenant Murphy was appointed on February 4, 1959, and promoted to the rank of lieutenant on April 29, 1969.

Emergency Management

“Civil Defense” is now known as “Emergency Management”

The current practice in Massachusetts and other states is to designate what were formerly known as municipal “Civil Defense” agencies as “Emergency Management” organizations. The Town official formerly known as the civil defense director is now the “local emergency management director.” Following the establishment of FEMA, the Federal Emergency Management Agency, states have generally followed suit. In Massachusetts, the Mass. Civil Defense Agency became the Mass. Emergency Management Agency. MEMA has encouraged cities and towns in Massachusetts to adopt the “emergency management” designations. This practice reflects the realization that community preparedness under civil defense guidelines has evolved to emergency preparedness and management efforts during and following natural and man-made emergency events. Those include hurricanes, winter storms, hazardous materials incidents, and now, unfortunately, terrorism incidents. Both FEMA and MEMA also recognize that municipalities deal with these emergencies through the efforts of their existing public safety, public works and public services departments. Cities and towns maintain their usual municipal operating structure, and can request needed state and federal resources through contact with MEMA area and state headquarters. MEMA considers the point-of-contact official to be the local emergency management director.

Emergency Management Activities

In Watertown the fire chief is currently the emergency management director. The Fire Department principal account clerk performs necessary emergency management clerical assignments. The projects and clerical assignments in 2002 included:

- Maintaining the town’s Comprehensive Emergency Management Plan (CEM Plan),
- Annual hazardous materials information management relating to SARA (Superfund Amendment and Reauthorization Act of 1986) Title III requirements,
- Clerical support for Local Emergency Planning Committee records and the required Hazardous Materials Response Plan annual review,
- Clerical support for FEMA CIVEX (Civilian Exercises), in which the town participates when these exercises are held,
- Other FEMA and Mass. Emergency Management Agency state and area headquarters clerical tasks, which require attention.

The Town of Watertown participates in the Federal Emergency Management Agency’s S/LA (State/Local Assistance) Program. This provides a modest reimbursement to the Town to defray some clerical costs associated with emergency management matters.

Amateur Radio R.A.C.E.S. Operations

Local emergency management agencies rely on amateur radio operators to augment emergency communications during natural disasters. These “ham operators,” who are licensed by the Federal Communications Commission, donate their time and use of their radio equipment to assist when needed. Such operators are known as R.A.C.E.S. (Radio Amateur Civil Emergency Services) operators.

For emergency management purposes, Massachusetts is divided into three geographical areas, and each area is further divided into a number of communications sectors. Watertown is in one of those sectors. Emergency messages may be sent via amateur radio back and forth to MEMA Headquarters in Framingham. This radio link supplements telephone and commercial traffic networks.

Amateur radio operator Louis R. Tramontozzi, a former Watertown resident and electrical engineer by profession, is hereby recognized for his continuing efforts during 2002 to represent the Town during monthly R.A.C.E.S. communications tests with the Mass. Emergency Management Agency.

CEM Plan

Every community in Massachusetts has a Comprehensive Emergency Management Plan (CEM Plan). Town officials completed a major review and update of the Watertown CEM Plan during 1998. The CEM Plan is updated annually, and is subject to a major revision on a five-year cycle. Maintaining a current CEM Plan is essential to the community’s ability to respond to emergencies that can and do occur. The town manager, town clerk, police and fire chiefs, superintendent of public works, public health director, and their respective staffs, participated in the development and revision of the most recent Watertown CEM Plan. Several Mass. Emergency Management Agency officials also took part in the development and review of the plan.

The revised Emergency Management Plan for Watertown provides a framework wherein the community can plan and perform their respective emergency functions during a disaster or emergency situation on the local, state or national level.

The Comprehensive Emergency Management Plan combines the four phases of emergency management:

1. Mitigation: Those activities that eliminate or reduce the probability of disaster;
2. Preparedness: Those activities which governments, organizations, and individuals develop to save lives and minimize damage;
3. Response: Those activities which prevent loss of lives and property and provide emergency assistance; and
4. Recovery: Those short- and long-term activities that return all systems to normal or improved standards.

The plan was written in accordance with existing federal, state and local statutes. Department heads assigned a responsibility under the plan were directed by the town manager to develop implementing procedures for each department, describing how response functions will be carried out. A copy of the CEM Plan is available for review during business hours at the Office of the Town Clerk, in the Administration Building.

Community Preparedness

Watertown has a designated Local Emergency Planning Committee, and a current Comprehensive Emergency Management Plan. Watertown would be eligible for federal or state assistance, financial or otherwise, in case of an emergency or disaster.

Watertown established an LEPC in 1988, as required. The LEPC included the town manager (as chairperson), the police and fire chiefs, the DPW superintendent, the health director, and the planning director. The committee also included "emergency planning coordinators" of facilities that were required to report amounts of certain hazardous materials if stored or used at their sites. The LEPC was required to develop a hazardous response plan, and did so. There is a requirement for the plan to be reviewed annually by members of the LEPC. The Town does so. Annually in March, the Town receives "Tier Two" inventories from facilities required to report the presence of certain hazardous materials

during the previous year. Those reports are incorporated into an annual update, now known as *Section Five: Hazardous Materials*, of the CEM Plan.

The original focus of the LEPC was to be on transportation emergencies involving hazardous materials. Transportation modes are shipment by rail, highway, maritime vessel, aircraft and pipeline. At about the same time, the Massachusetts Hazardous Materials Response Team concept was developed. There are now six Regional Hazardous Materials Response teams established, and available to respond to any community in the state. Team members are career firefighters from fire departments throughout Massachusetts. Team members are certified as hazard materials technicians after completing a 160-hour training course. Team members complete a minimum of 80 hours recurrent training annually. Captain Michael Leone of the Watertown Fire Department has been a team member since 1992. The Town's current hazardous materials plan calls for the response of the Mass. HazMat Regional Response Team when circumstances dictate.

Although the designated members of Watertown's LEPC do not often convene formally, the members nonetheless meet regularly as part of the Town Manager's staff. They work together at incidents when and as necessary, and communicate with one another as necessary. Two examples follow:

- The Town Manager and members of his staff met several times during 1999 in preparation for Y2K, the year-2000 event, and possible difficulties. All attended many seminars. Plans and precautions were developed. The Town participated in a national reporting process as the calendar changed from 1999 to 2000. There were no disruptions within Watertown or elsewhere.
- Members of the Town Manager's staff and the various public service departments participated in 2001 in a DOJ (Department of Justice) *Local Domestic Preparedness Equipment Program*

Survey. The fire chief, as designated emergency management director, attended an Assessment Assistance Workshop in February 2001 and a two-day Department of Justice *Risk Assessment for Weapons of Mass Destruction* training program at Hanscom Air Force Base in March 2001. Personnel from the police and fire departments, the Department of Public Works and the Health Department all cooperated in the preparation of the survey. The 29-page survey was sent to the Mass. Emergency Management Agency in May 2001. It was noted that the Town wished to take advantage of any funding available under the Weapons of Mass Destruction Grant for personnel training. The Town has not yet had a response regarding the survey, or the training and equipment requests. However, training and equipment for response to incidents of terrorism may be provided to the community in the future.

Following the events of Sept. 11, 2001 and the national focus on the issue of anthrax contamination, there were several calls for assistance in Watertown for situations that could possibly be anthrax-related incidents. Police, fire, health department and DPW personnel all responded as needed to deal with these emergencies. When necessary, a limited call-out of the Mass. HazMat Response team was made. No anthrax was present in any incident here in Watertown. In addition to local resources and the state HazMat teams, the Mass. Dept. of Public Health was of great assistance to communities during this time of concern.

Because of increased emphasis on homeland security and emergency planning, town officials have participated in several meetings, conferences and seminars during 2002.

- The local emergency management director attended a conference on the role of the LEPC (local emergency planning committee) in Massachusetts communities, at MEMA headquarters on Jan. 17, 2002. The local EM director met with the

MEMA Region I director in March 2002 regarding the Town's current preparedness and the role of local public safety, public health and public service officials.

- The police chief and the fire chief attended a conference at the University of Massachusetts at Lowell in April 2002. This was the introduction of the SATURN (Statewide Anti-Terrorism Unified Response Network) program by the Executive Office of Public Safety, intended to be the Commonwealth's First Line of Defense.
- The Town was represented at a conference for local emergency management directors held at MEMA headquarters in June 2002, regarding emergency planning.

- MEMA also hosted a conference in August 2002 at the Devens Conference Center for local emergency management directors. The Town was represented. Speakers included the Director of Commonwealth Security.
- The Town was represented on Aug. 28, 2002, at the Department of Fire Services for the rollout of the Mass Decontamination Units being distributed throughout the Commonwealth. MDUs will be located in communities having hospitals with emergency departments. A MDU is located in Brookline to respond to an incident scene in any community, including Watertown, in the Greater Boston area.
- The Town was represented at a SATURN Town Meeting for citizens and local officials held at Medford City Hall on the evening of Nov. 13, 2002.

- The fire chief and the four deputy fire chiefs, and two Police Department captains, attended a 15-hour course in November and December 2002, entitled *Emergency Response to Terrorism: Strategic Considerations for Command Officers*. The Executive Office of Public Safety presented the course.
- The fire chief, serving as the chairman of the Mass. Fire Service Commission, participated in a fire service leaders' meeting on Dec. 9, 2002. The meeting was held to discuss the issue of smallpox, and the issue of pre-event smallpox vaccine inoculation of public safety First Responders (firefighters and police personnel).

The Town will seek any appropriate grants for training and equipment relating to terrorism incidents that may become available through federal or state sources.

Community Development and Planning

The Department of Community Development & Planning was created through a vote of the Town Council in August, 1982. The Department provides a formal relationship and coordination between several boards, commissions and committees such as the Planning Board, Board of Appeals, Historical and Conservation Commissions, Housing Partnership, Watertown Arsenal Development Corporation, Watertown Community Foundation, the Facilities Inspection and Zoning Enforcement Divisions, and the Planning and Community Development Office. Each entity is accorded professional and support services by Department employees. The aim of integrating these related agencies is to improve communication and coordination and to provide services more efficiently to the community.

A summary report of the Department's major accomplishments for the year 2001 is as follows.

Planning and Community Development Division

The Division serves several important functions within the Department and the Town, among them are the following:

- Staff support to the Planning Board, Housing Partnership, Watertown Square Study Commission, Coolidge School Reuse Advisory Committee, and the Watertown Arsenal Development Corporation;
- Representation to several agencies including Metropolitan Area Planning Council, MBTA Advisory Board, and the Watertown Economic Development Corporation;
- Coordination of real estate development activities, land-use planning, transportation, housing and policies;
- Coordination of the Town's capital improvements including renovations to the Victory Field grandstand, construction

and reconstruction of Casey, Arsenal, Saltonstall and Sullivan Parks, and irrigation improvements to Commander's Mansion site;

- Administration of various community development programs and grants such as the Small Cities, Home Improvement Loan Program, the federal HOME program;
- Initiation and administration of economic development policies and procedures which will allow Watertown to remain competitive in retaining and attracting investment to provide for revenue and employment growth.

Planning Board

During 2002, the Planning Board reviewed and made recommendations on numerous residential and commercial development projects. The Board reviewed a total of 20 Special Permit requests, 28 Variance requests and 30 Special Permit Finding requests. Projects of note include the recommendation for approval of 480 Arsenal Street to permit the expansion of the structure and the accommodation of new research and development (R&D) businesses. This project, among others, is contributing to the ongoing enhancements of the Arsenal Street area. The Planning Board also reviewed plans for a new R&D building at 294 Pleasant Street, which will replace an outdated structure. The new building will be set back 40 feet from the Charles River.

The Board approved the Brigham House Assisted Living development at 341 Mt. Auburn Street of 64 residential units. The project will provide 46 affordable housing units available to low and moderate income persons. A four unit affordable condominium unit at 28-30 and 32-34 Quimby Street was also approved. The Board also reviewed three requests for telecommunications antennas in town under the newly revised review criteria specified in the ordinance.

The Planning Board reviewed and approved an amendment to the Zoning

Map. In November, the First Baptist Church requested an amendment to the Zoning Map to change the Zoning District from SC to R.75 for the property located at 128-134 Mt. Auburn Street and 18 Common Street. The developers of the project intend to convert the church and parsonage into condominiums and to construct four townhouse units at the rear of the site.

During 2001, the Planning Board lost one member, Karaline Munger, who resigned. Ms. Munger served on the Board for four years. The existing Planning Board members include its Chairman, John Hawes, and members G. Jack Zollo, Linda Tuttle-Barletta and Jeffrey Brown. Mr. Jeffrey Brown was appointed to the Planning Board this year.

The office of Community Development & Planning and Planning Board includes Mark Boyle, Director, Mary Crain, Senior Planner, and Ingrid Marchesano, Principal Account Clerk.

Board of Appeals

During 2001, the Zoning Board of Appeals received a total of eighty-nine (89) cases for a range of matters heard by the Board in accordance with the provisions of Massachusetts General Laws Chapter 40A, Section 14 and the Watertown Zoning Ordinance. The petitions included: Special Permit Applications, Eighteen (18); Special Permit Finding Applications, Thirty-three (33); Variance Relief Applications, Twenty-eight (28); Amendment to Special Permit Applications, Nine (9); and Amendment to Comprehensive Permit Applications, One (1). Total fees collected for these petitions were \$15,927.

The majority of the petitions before the Board this past year were for residential properties involving building additions or upgrades. There were also a number of cases involving commercial properties. A few of the significant commercial cases were:

265 & 294 Pleasant Street – former Bemis building to be razed and a new four-story research & development office building along the MDC walkway to be built.

69 Galen Street – (corner Aldrich Road) raze garage; construct nine-unit studio apartments with garage-under parking.

560-570 Pleasant Street – Russo's Market, new addition with expanded parking lot.

341 Mt. Auburn Street – former East Junior High School, leased to Brigham House Associates for conversion and rehabilitation to 64 Assisted Living units.

Pleasant Street – former Railroad property; (adjacent to #555) new 18'x120' two-story building for Watertown Ford Dealership.

14 Sawin Street – Mt. Auburn Cemetery purchased adjacent condemned commercial single family residence intending to demolish and reconstruct for Preservation Service Activities and single residence.

480 Arsenal Street, Lot 1 – former Boston Edison building containing 96,150 s.f., enlarged and converted to 143,000 s.f. for office, light industrial, research/development, and life science use.

From September 2000 – August 2001, the Zoning Board of Appeals consisted of

Chairman	Harry J. Vlachos
Clerk	Anthony D. Furia
Members	Elaine V. Grey
	John W. Marshall
	John J. McCarthy, Jr.

In September 2001, Elaine V. Grey was elected Chairman and Harry J. Vlachos was elected as Clerk.

The office of the Zoning Board of Appeals includes Attorney Michael V. Barba and Zoning Enforcement Officer, Nancy Scott.

Zoning Enforcement Officer Annual Report

Cases Filed:	
Special Permit	18
Special Permit Finding	33
Variance	28
Special Permit Amendment	9
Comprehensive Permit Amendment	1
Total Requests Reviewed	89
Zoning Board of Appeals Meetings	13
Complaints/Inquiries	603
Review of Building Applications	597
Review of Occupancy Applications	66
Review of Sign Applications	44
Waltham District Court/ Superior Court Appearances	5
Fees Collected	\$15,927

Facilities Inspection Division

<u>Inspector of Buildings</u>	
Building Permits Issued	543
Occupancy Permits	44
Sign Permits	62
Certificates of Inspection	30
Complaints Investigated	24

<u>Estimated Cost of New Construction:</u>	
Residential	\$1,566,000
Non-Residential	\$635,000

<u>Estimated Costs of Additions and Alterations:</u>	
Residential	\$5,120,963 (392)
Non-Residential	\$46,067,519 (132)
Hosmer School Renovations	\$9,236,551

Total Fees Collected by the Building Department **\$957,122**

<u>New Residential</u>	
(6) 2-Family Residence	
(2) 4-Family	
(2) Garages	

<u>Raze</u>	
(5) Single Family Residence	
(2) Garages	
(6) Commercial Buildings	

Inspector of Plumbing & Gas

I hereby submit the annual report of the office of Plumbing/Gas Fitting for the calendar year 2001.

<u>Plumbing:</u>	
Number of Plumbing Permits Issued	537
<u>Gas Fitting:</u>	
Number of Gas Permits Issued	409
Fees Received from Plumbing/ Gas Permits	\$45,794

Inspector of Wires

Permits Issued	653
Inspections/Reinspections	1140
Inspections for Occupancy Permits	42
Complaints Investigated	36
Fire Investigations	4
Electrical Layouts for Town and Contractors	98
Electrical Violation Letters	18
Accessory Apartments Inspections & Follow-Up Reports	2
<u>Electrical Violations</u>	
Residential	16
Commercial	2

Petitions Checked/Approved for Town Council from Boston Edison/NE Tel	30
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<u>Meetings</u>	
Consultations & Information with Town Residents	52
Boston Edison	.24
New England Telephone	.12
Electrical Inspectors	10
Traffic Commission	9
Street Light Outage and Follow-Up	26
Fire Inspector	4
Fire Alarm Inspections	.0
Town Council	1
Planning Board	10
Fees Collected	\$120,022

Conservation Commission

Members:

Marylouise Pallotta McDermott, Chairman
Charles C. Bering
Susan Falkoff
Brian T. Gardener
Nancy H. Hammett
Leo G. Martin
Kenneth L. Kimmell
Bruce W. Roberts, Agent

Wetlands Hearings:

57 Stanley Ave – installation of conduit and lighting

294 Pleasant Street – building of a research and development facility

20 Watertown Street – building of condominiums and commercial development and parking structure

340 Pleasant Street – rebuild a commercial building destroyed by fire

36 Arlington Street – build a one-story parking deck

400 Pleasant Street – expansion of a commercial building and parking lot renovations

270 Pleasant Street – removal of three underground storage tanks and 700 cubic yards of petroleum impacted soil

Revision of Wetlands Ordinance:

The Commission has been working to update and revise the Watertown Wetlands Ordinance. Completion of this update is anticipated in the summer of 2002.

Historical Commission

Members:

Victoria Carter, Chairperson
Frederick S. Griffin
Henrietta Light
David J. Russo, Jr.
Roger Erickson
Natalie Zakarian
John Piantedosi
Bruce W. Roberts, Agent

Demolition Delay Hearings:

175 Fayette Street
31 Wilson Avenue
36 Pleasant Street
51 Dexter Street
104 Worcester Street
68 Laurel Street
69 Galen Street
19 Lyons Street

Historic District:

Work is underway on the institution of a Watertown Historic District with a completion of a final plan anticipated in the spring of 2002.

The commission continues the annual Preservation Night and awards program.

The commission participated in the Faire on the Square with a Watertown history information booth and a historic facts pamphlet.

Tree Warden

Bruce W. Roberts, Tree Warden

Town of Watertown public tree plantings in 2001 consisted of 67 street trees and 65 park trees. The particular mix of trees was, and will continue to be, selected with the aim to eventually have not more than 10% of the town's urban forest represented by a single species. This change in policy is to protect the town from a species-specific disaster such as Dutch Elm Decease in the future.

An Arbor Day program was held on Sunday, April 29, at Arsenal Park. This observance was a cooperative effort of Town of Watertown Tree Warden and Forestry Department, Trees for Watertown and Mount Auburn Cemetery. Three commemorative trees were dedicated: In memory of the martyrs of the Armenian Genocide, in memory of all American Veterans, and commemorating 50 years of service by Rev. Emmanuel S. Metaxas. A tree planting demonstration was conducted by the Tree Warden. Lastly Dr. David Barnett, Mt. Auburn Cemetery's Director of Horticulture

and Operations, presented a slide lecture on Maintaining Mount Auburn Cemetery's Historic Trees.

A "Planting Guide for Trees and Shrubs" was written by the Tree Warden, and made available to the residents of the Town.

A display was created for the Faire on the Square, with tree information and demonstrations, along with free pH soil tests and street tree request forms.

Watertown Housing Partnership

The Watertown Housing Partnership oversees housing policy and programs for the town. This year the Partnership continued to administer the HOME program, which brings federal dollars into Watertown to expand affordable housing opportunities. The major program initiative under HOME continues to be the First Home program, which provides down payment assistance for income eligible first time homebuyers.

The Partnership contributed to the Quimby Street Condominium development project by voting to commit a total of \$233,417 in HOME funds for development costs. Watertown Community Housing has purchased adjacent two family dwellings to be renovated and sold as affordable housing. At the end of the year, construction drawings had been prepared and the units were about to be marketed to the public.

The Partnership has been actively renegotiating an Affordable Housing Agreement for 13 affordable units at 20 Watertown Street, a mixed residential and retail development with a total of 134 units at the intersection of Galen and Watertown Streets. The site was purchased by Archstone Development and the Partnership worked towards a revised Affordable Housing Agreement that allowed the developer the option of renting the units with future conversion to condominiums.

A program to fund home repairs for low and moderate income homeowners was successfully run this year. Several homeowners were qualified to participate and

received home rehabilitation assistance during 2001. A grant for \$300,000 from the state Department of Housing and Community Development and an allocation of \$200,000 from the Town Council provided funds to run the program. Watertown Savings Bank also offers a source of additional loan funding as needed.

The Partnership approved funding from HOME to assist the redevelopment of the East Junior High School. This building when renovated will provide 64 units of assisted living housing. Seventy percent, or 46 units, will be affordable to low and moderate income individuals.

The Partnership, through the Department of Community Development and Planning, continued to administer the “Get the Lead Out,” for owners of single and two family houses. This program is funded by the Massachusetts Housing Finance Agency. During 2001, one applicant received deleading funding assistance.

The Partnership is chaired by Harold Bejcek, who also sits on the Council on Aging. Members include Stewart Wooster, Thomas Wade (Watertown Housing Authority), James Barwell (Watertown Savings Bank), David Leon (Watertown Community Housing), Larry Young (architect), Mark Messina (Realty Executives), Marianne Cameron (Watertown teacher) and Howard Hashem (Watertown landlord).

Watertown Square Study Commission

The Watertown Square Study Commission was created in 1998 with the goal of developing recommendations on improving the Square's physical and economic conditions while enhancing it as the business and social center of the Town.

During 2000, the Commission was appropriated funding to hire consultants to study Watertown Square in depth. The study included traffic, pedestrian safety, lighting, street and sidewalks, landscaping and other streetscape improvements. The Commission hired the team of The Cecil Group with

Bayside Engineering in June 2000 and conducted public meetings on a monthly basis through the remainder of 2000. Final report was delivered to the Town Manager and Council in May 2001.

The Commission is chaired by Town Councilor Alex Liazos, and includes members Clinton J. Knight (Watertown/Belmont Chamber of Commerce), Peter Brooks (Watertown Bicycle Committee), Ronald Dean (Watertown Savings Bank), Sandra Howard (Trees for Watertown), Betsy LaMond (local resident), Joseph P. McDonald (McDonald Funeral Home), Rick Thomson (local resident), Al Gasper (local resident), Michael Donham (local resident), and Joan Kraus (local resident).

Final Report **Study Goals and Process**

Watertown initiated this broad study of Watertown Square in order to establish a program of improvements to steadily transform this central part of the community and create a more pleasant and safe place. The study was originated, in part, because of the unfriendly environment that has evolved due to the enormous flows of vehicles that pass through this regional crossroads. The study has been designed to find a new balance between the townscape of the Square, its use by pedestrians and bicyclists, and the practical requirements associated with vehicle traffic.

The study was designed to combine the services of urban designers, landscape architects, and transportation engineers to work with the Watertown Square Study Commission to create specific recommendations for positive changes. The study incorporated extensive public input and participation through numerous public forums and meetings. The process began with an analysis of existing conditions, and an evaluation of key issues. Next, alternative approaches to changes in the Square were investigated at length, including consideration of ideas provided by citizen participants. The best features of all of these ideas were then used to compose the recommendations that match the specific goals of the study.

This master plan, as a result, can meet key community goals, by:

- Establishing practical and technically sound methods to improve conditions within the Square for all of its users and purposes, with a particular emphasis on improvements for pedestrians and the townscape.
- Planning improvements to support its civic, business, and open space character.
- Indicating changes that will improve operations for all modes of transportation. The vehicular and pedestrian operations include such issues as vehicular flow and safety, pedestrian and bicycle access and safety, street system features such as roadway pavements, sidewalk pavements and curbing, and traffic control features such as traffic signals, pedestrian signals, signage and pavement markings.
- Creating a “traffic neutral” approach to changes, so that improvements would not substantially increase or decrease traffic volumes that pass through the Square area. Improvements to substantially expand traffic capacity would attract more traffic demand that would not benefit Watertown or the Square environment. Improvements that would substantially decrease traffic capacity in Watertown Square would have many negative impacts as well, increasing cut-through traffic in other areas of the Town and extending the delays and congestion within the Square and along its approaches that would create many problems for the citizens, businesses, and users within Watertown and the Square area.
- Estimating the resources necessary to fulfill the master plan, and recommending a process for its achievement.
- This Report contains the recommendations from this study; the Executive Summary presents the key conclusions that are further supported within the balance of the document.

Study Area

The Watertown Square Master Plan study area includes part of five major roadways and the adjacent sidewalks crossing the Square: Main Street (Route 20); North Beacon Street (Route 20); Galen Street (Route 16); Mt. Auburn Street (Route 16); and Arsenal Street. It also includes the Town parking between Baptist Walk and Church Street. Finally, it extends into the public open space that lies between the Square and the Charles River. The study area is indicated in the attached Figure, “Existing Conditions.”

Principal Conclusions

The environment for all of the users of Watertown Square can substantially be upgraded through short-term improvements that will provide a better and safer balance among the pedestrian, bicycle and vehicle uses. Changes can also be made that will considerably enhance its townscape appearance and open space qualities.

- **Phase I improvements should focus on transforming the streetscape within the Square and substantially enhancing the pedestrian environment.** This would include special sidewalk paving, street trees, lighting, crosswalks, and landscaping. Phase I would include numerous traffic calming measures that will reduce crossing distances for pedestrians and alert drivers to pedestrian areas. In the first phase, the major intersection in the Square could be greatly improved for pedestrians and for vehicles through realignment of Charles River Road and the improvement of Taylor Street to reduce traffic movements within the intersection. New signals would improve traffic operations and promote more signal time for pedestrian crossings. Bicycle safety would be enhanced by extending marked bike lanes as far towards the Square from connecting roads to the extent that safe and appropriate roadway and sidewalk design will allow. Additional striping may provide enhanced safety for pedestrians and bicyclists, alike.

- **Phase II improvements would include the substantial reorganization of several traffic movements in the Square to promote a better pedestrian environment and urban design qualities,** including the expansion of the park-like “delta,” reduction in the width of Main Street along the central portions of the Square, and the addition of new on-street parking. Substantial improvement in traffic conditions and conflicts appears to require reconstruction of the Charles River Bridge, with important benefits to pedestrian and bicycle circulation as well as for the smooth and safe flow of vehicles.

- **Funding for improvements may come from a variety of sources, and will be related to the phased approach to short-term and long-term improvements.** This Report identifies both the approximate cost of the recommendations and potential funding resources that might be applied. Phase I improvements can be initiated immediately, through detailed design and subsequent construction. Phase II improvements will require a substantial technical planning, public review, and financing process because of the scale and complexity of the changes that would occur. This process can be initiated soon, but will take at least several years to implement.

Costs

Concept-level construction costs for the Phase I and Phase II improvements were prepared as part of this study, and may be summarized as follows:

Phase I

Streetscape/Open Space Improvements	\$3,300,000
Traffic/Roadway Improvements	\$1,000,000
Subtotal, Phase I	\$4,300,000

Phase II

Streetscape/Open Space Improvements	\$900,000
Traffic/Roadway Improvements	\$6,000,000
Subtotal, Phase II	\$6,800,000
Master Plan Total Costs	\$11,200,000

These costs are in current dollar values. They include a design and construction contingency of 15%. These costs do not include non-construction expenses, such as design and engineering services, permitting and approvals, administrative costs and the like.

Resources

The following are the principal resources that can be sought and secured to provide for the step-by-step construction of these recommendations.

- **Transportation Equity Act for the 21st Century** – TEA-21 Transportation funding and Enhancement Grant funding for streetscape elements.
- **MHD Bridge Program** – Funding for bridge repairs and replacement.
- **Public Works Economic Development (PWED)** – Funding from the state to support transportation-related enhancements and streetscape improvements.
- **Chapter 90 and Local Funds** – State roadway improvement funds that also include a local match.
- **Massachusetts Community Development Action Grant** – Funds for economic development; no restriction on spending but must be spent on publicly owned facilities.
- **Massachusetts Ready Resource Fund** – This source has funded public facilities such as parking lots and infrastructure improvements for the enhancement of commercial districts.
- **Massachusetts Department of Environmental Management** – Historic Landscapes Program – Grants of relatively small amounts are given to municipalities for historic parks, commons, and public buildings.

Coolidge School Reuse Advisory Committee

The Coolidge School Reuse Advisory Committee was established by the Town Manager in December of 2000. The purpose of the Committee is to evaluate and recommend reuse alternatives for the Coolidge School located on Mount Auburn and Arlington Streets. This action was subsequent to the actions of the Watertown School Committee who relinquished care, custody and control of the property effective July 1, 2000, and the Watertown Town Council who transferred said care, custody and control to the Town Manager on said date, based on a Resolution adopted on June 13, 2000 (Exhibit A).

The following nine members served on the Committee:

Co-Chairs

Sal Ciccarelli, District A Town Councilor
Mark E. Boyle, Director of Community Development & Planning

Members

John Bartley, Sr.,
East Watertown Betterment Association
G. Jack Zollo, Watertown Planning Board
Michael Sherman,
President, Watertown Community Housing
Christine M. Bellis, Resident
Joan Merritt Kraus, Resident
Lucia H. Mastrangelo, Resident
Curtis Whitney, Resident

Final Report

The Coolidge School was constructed in 1925 and served as an elementary school until 1984. In 1985, with the exception of 4,000 square feet for an alternate high school program (Project SEE), the building was leased to a private office tenant (New England School of Acupuncture). The building has been vacant since June 2000. The three-story brick structure contains 53,007 square feet and is located on an approximately two-acre parcel containing 63 parking spaces. The property is adjacent to a public park (Sullivan Playground) to the south and is located within the OSC

(Open Space Conservancy) zoning district. Bordering the site to the north, east and west are residential neighborhoods located in the T (Two Family) zone (See Exhibit B, Zoning and Street Maps).

In 1999, the Coolidge School was evaluated as part of a Facilities Assessment Study for all municipal buildings. The study concluded that the building will require substantial improvements to remain functional, regardless of its future use. While the site, exterior, and building structure are in good condition, the windows, mechanical and electrical systems, fire alarm, and accessibility all require major upgrades. It was estimated that over \$4 million is needed to accommodate the necessary improvements.

The Committee conducted its first meeting on Monday evening, January 16, 2001 in the Upper Conference Room of the Watertown Administration Building. After taking the Oath of Office, the Committee selected District A Town Councilor Sal Ciccarelli and Director of Community Development & Planning Mark E. Boyle as Co-Chairs. The Committee selected the last Monday evening of each month as its regular meeting date. All meetings were posted and open to the public. An agenda and task outline for the next several meetings was established.

On February 2, 2001, a tour of the property was conducted for and by the Committee. Members were able to gain important information on the layout and condition of the building and grounds. However, the Committee was dismayed at how the interior of the building was left by the former tenant, including trash and debris. The School Department was immediately notified and took steps to have the building cleaned at the expense of the former tenant.

At its February 26, 2001 meeting, the Committee discussed a list of Potential Reuse Alternatives. The list was drafted by Mark Boyle based upon the Table of Allowed Uses under Section 5.01 of the Watertown Zoning Ordinance. After much discussion, the Committee voted to eliminate retail, entertainment,

storage-warehousing, hotel, and Police Headquarters from the list of possible reuse recommendations. Given the close proximity to the abutting residential neighborhood, it was the Committee's opinion that these uses were neither appropriate nor desirable.

On March 26, 2001, the Committee conducted a public hearing at the Hellenic Cultural Center on Bigelow Avenue. The purpose of the hearing was to solicit comments and questions from the abutting neighborhood in the East Watertown area. The hearing was well attended by over 75 residents and was very helpful to the Committee. From the draft list of Potential Reuse Alternatives, a school and elderly housing were the most popular and desirable reuses based upon the public testimony.

At its April 30, 2001 meeting, presentations were made by two organizations that have expressed an interest in the property. St. Stephen's Armenian Elementary School and the Greek Orthodox Church are interested in the building for reuse as a school. Three other organizations who expressed interest in the property were also invited but did not attend.

On May 21, 2001, the Committee reviewed an outline of a draft Final Report. The Report was endorsed by the Committee including the specific reference to "elementary" school under Highly Recommended – School category of recommended reuses. The Committee scheduled a "town-wide" public hearing on June 25, 2001 to solicit comments from the entire community on the proposed reuse of the property.

On June 25, 2001, the Committee conducted the public hearing which was well attended by both neighbors and others throughout the community. Most of the questions and comments focused on the process of disposing and reuse of the property. A Request for Proposals (RFP) must be issued to solicit reuse interest. The Town Council must approve the lease to the ultimate user based upon the recommendation of the Town Manager. The Town Manager

may request that the Committee continue to assist through the RFP and selection process. The public and Committee urged that the process move forward expeditiously since the building is vacant and unheated which can contribute to its deterioration. The Committee voted unanimously to submit its Final Report to the Town Manager and Town Council at the July 10, 2001 Town Council meeting.

The Coolidge School Reuse Advisory Committee strongly supports moving forward expeditiously with the disposition and reuse of the property. The continued vacant status of the building, particularly another unheated winter season, will contribute to its further deterioration. The rehabilitation of the building will be quite costly to the prospective developer/user. The sooner the work begins and the structure is stabilized the less damage and expense will be incurred.

Similar to the recent long term leasing of the former East Junior High School, the Committee recommends the lease, rather than sale, of the property. A leased parcel subdivision of the property, which separates the building and surrounding parking from the park, must be drawn.

Depending upon its ultimate reuse, the property may need to be re-zoned. Educational, religious and public uses are exempt from local zoning regulations. This provision would include public elderly housing. All other private uses, including assisted living, would require a change from the current OSC (Open Space/Conservancy) zoning.

The following is a breakdown of potential reuses, which are categorized into Highly Recommended, Recommended, and Not Recommended. The uses were classified based upon public input, needs of the community, impact (traffic, parking, noise, etc...) on the neighborhood, and marketability versus costs to a developer/user.

Highly Recommended

School (Elementary)

Elderly Housing

Assisted Living

Recommended

Nursing-Retirement-Convalescent

Affordable Housing Condos/Apartments (up to 100% affordable)

Market Rate Condos/Apartments (with minimum 10% affordable)

Artist Lofts/Studios

Office Space

Research & Development

Day Care

Church

Recreation

Not Recommended

Retail Stores

Entertainment

Hotel

Police Headquarters

Storage, Warehousing

Watertown Arsenal Development Corporation

The Watertown Arsenal Development Corporation (WADC) was established in 1997 to oversee the redevelopment of the former Army Materials Technology Laboratory (AMTL) and was granted the authority to acquire the property from the Army and subsequently to convey for development. The following citizens appointed by the Town Manager and Council served on the Board of Directors during 2001:

John Airasian, Chairman

Sal Ciccarelli, Vice Chairman (Town Councilor)

Alison Carnduff, Treasurer

James McDermott, Clerk

James Bean

Joseph DiVico

Sandra Kasabian-Hoffman (Town Councilor)

Roberta Miller

John Portz (Town Councilor)

Mark Boyle – Executive Director

Ingrid Marchesano – Administrative Assistant

During 2001, several significant developments occurred leading toward the successful completion of the Arsenal's redevelopment. In May, the facility's master developer, O'Neill Properties Group (OPG), sold the property to Harvard University for a total price of \$162 million. Since Harvard is a tax-exempt non-profit educational corporation, the Town of Watertown immediately began negotiations on a Payment In Lieu of Taxes (PILOT). With the sale to Harvard, the Town was concerned with the potential loss of up to 25% of its commercial property tax base. Negotiations continued throughout the year.

Earlier in May of 2001, the WADC signed a Master Lease with OPG for the Arts Center which is to be located in Building 312. The lease includes up to 17,000 square feet of space and payment up to 10,000 square feet of the Center's utilities. Fundraising for the development of the Arts Center continued throughout 2001. By year's end nearly \$4 million of the needed \$5 million was secured. Also during 2001, the WADC negotiated a Sub-Lease with Watertown Arts On The Charles (WATCH) who has been designated as the operator of the Center.

The reconstruction of Arsenal Street was completed during 2001 which included new traffic signalization, street and sidewalk reconstruction, installation of historic period street lighting, and street trees. The \$4 million project was funded by a combination of a \$1.5 million federal grant and \$2.5 million from WADC proceeds derived from proceeds associated with the sale of the property.

The WADC also continued to complete the establishment of a community foundation pursuant to the \$1 million donation from OPG as part of the purchase of the property. Once fully established and operational, the foundation will provide financial assistance to Watertown groups and individuals to further educational opportunities.

The Watertown Public Schools

Strategic Plan

The strategic plan is being implemented with the help of the School Site Councils at all schools, the Watertown School Committee and the Watertown professional staff. This plan represents the next level of planning to provide continued improvement of our school district.

Vision/Beliefs

A result of the integrated planning process was the development of a statement that reflected the common values articulated throughout the system:

The collective vision of Watertown's educational community is the continual development of our schools as places where successful learning and respect for all are the priorities and valued above all else.

Five Year Themes and Goal Statements

Based on the vision statement, the following four themes and goal statements were developed to demonstrate how the school system intended to work towards the fulfillment of the vision:

THEME I: Student Learning/Curriculum and Instruction

Goal Statement – Successful student learning is the priority of the Watertown Public Schools. To that end, we will provide a curriculum that is rich and challenging and will employ diverse instructional practices that engage students as active participants in the learning process.

THEME II: Professional and Respectful Learning Environments

Goal Statement – Successful student learning can best be achieved in an environment of mutual respect and professionalism. The Watertown Public School System will provide programs that foster respect for differences, instill positive motivation for learning, encourage collaborative decision-making, and provide for the

continual learning of all members of the educational community.

THEME III: Partnerships: Faculty/Parents/Community

Goal Statement – Successful student learning is the responsibility of the entire community. The Watertown Public School System will support the development of partnerships within the community that encourage student development and success.

THEME IV: Planning and Support Systems

Goal Statement – In order to assist with the development of successful student learning as the priority of the Watertown Public Schools, a strong infrastructure must be in place. Therefore, the school system will develop and employ effective planning and support systems, including the provision of safe, well-maintained, and properly equipped facilities for learning.

The Schools

Watertown High School

Watertown High School completed its one hundred forty-ninth year of operation in June of this year. The high school faculty and staff reviewed its course of studies in light of the results of the student performance in the MCAS examination. A High School Leadership Team (HSIT) was formed to guide the improvement process at the high school. The professional development program at the high school focused on the improvement of student work and the development of instructional teams.

The Fine Arts Department performed the musical "Grease" to capacity houses. Several students from the department won outstanding achievement awards in art and drama competitions. The students developed the second annual "Mr. WHS" Night. Students continued to be active in providing community service hours to the Watertown community. Athletics continued to improve

with the Boys' Basketball team posting one of the best records in WHS history.

Watertown Middle School

Ms. Jane O'Connor was appointed Principal of the Middle School after have served in the capacity of Interim Principal.

Our School Site Council opened the Parent Resource Center, housed in the library loft. Parent coffees, evening events, and discussions were held. The Council, in cooperation with the PTO, is beginning a collection of books and periodicals of interest to parents of teens. To include parents more in the life of the school, parent-teen dialogue nights were instituted. These evenings were facilitated by the Principal and Assistant Principal. A parent handbook was developed this year for distribution to incoming families.

The MetroLINC project continued this year, with another successful event in the spring, highlighting the accomplishments of students and staff in bringing technology into the classroom.

The addition of a community service requirement resulted in our students being involved in the Watertown Food Pantry, Charlesgate Nursing Home, several elementary schools and other community organizations.

Cunniff School

Ms. Sharon Risso marked her second year as Principal of the Cunniff Elementary School in 2002-2003 and her first as the fully appointed principal. In 2001-2002, she was the Acting Principal while Principal O'Connor became the Interim Principal of the Middle School.

Our curriculum focus this year was literacy. Teachers participated in professional development in Writing Workshop with Joan Hindley and Maryellen Giacobbe, a nationally known expert in elementary literacy. Our primary staff participated in 48 hours of Literacy Collaborative training. We continued our parent run Reading Enrichment

Program. One highlight for the year was a school-wide celebration of writing called Author's Chair. Every child read a selection of their writing in a multiage group facilitated by a staff member.

The librarian and intermediate reading specialist conducted a Parent and Child Book Club with support from the Watertown Education Foundation. Parent and child pairs came together with staff to identify, read and discuss fiction and non-fiction writing. The club was well received.

Family events this year included a hands-on math night and a fifth grade science exhibit. In addition, evening parent workshops focused on approaches to computation in mathematics and Writer's Workshop.

Fifth graders attended Sargent Camp in New Hampshire for 2 nights/3 days. Students participated in a variety of outdoor education, science, and confidence building programs. Parent chaperons and teachers reported that it was a highly successful trip. Students and parents held a variety of fund raisers throughout the year to reduce the cost of the program.

The Hosmer School

The 2002-2003 school year marked Principal Steve Griffin's first year as principal.

The Hosmer School is home to 464 pre-kindergarten through grade 5 students and 80 professional and support staff. There are over 150 students who come to the Hosmer from families whose first language is not English; representing over 22 languages. The Hosmer is proud of the richness of cultural diversity represented.

The Hosmer School provides a broad range of educational programs and experiences for its students. Essential to the success of many learners is our strong English as a Second Language Program. The Hosmer also offers multiage and unigrade classrooms as well as extensive and inclusive programs for students who come to the Hosmer with special needs.

Working in teams, the Hosmer staff continues to explore ways to provide for Hosmer's students the best and most effective programs and instructional practices they can deliver. The staff participates in a variety of professional development opportunities that add to and strengthen the repertoire of teaching strategies and support the goals of the State Department of Education Frameworks, including "Instruction for All Students" and "The Literacy Collaborative."

Since learning best occurs in safe and secure schools, our guidance program supports and enhances a positive school climate through such programs as the "Peer Mediation." In addition, regularly scheduled parent coffees are held to bring Hosmer parents together to learn about and discuss issues they share in common.

Because the support of families is vital to the success of learners, the Hosmer School Site Council continues to identify and develop links between home and school. The Hosmer PTO actively supports enrichment programs that our students enjoy, and sponsors school-based events such as December's Holiday Craft Fair and the annual book sale. In addition, the Hosmer offers an extended day program for its students, and conducts a Homework Club twice each week after school. Through state funded grants, students in grades 3, 4 and 5 participate in additional before and after school instruction designed to improve their learning performance.

Our goals at the Hosmer School include the kind of teaching and learning that best meet our students' needs. We base our teaching and learning on the standards set by the Watertown Public Schools and the Massachusetts Department of Education. In planning for instruction, we use school data about how well our students are learning. We integrate technology into our students' educational programs and work together in staff teams to best meet the needs of all our students.

The Lowell School

The Lowell School faculty continues to focus its efforts on improving the learning and achievement of all students. The faculty continues to examine MCAS results and uses a variety of additional assessments to determine student learning needs. The priorities of the Lowell School are to:

- increase the writing effectiveness of all students
- strengthen the reading skills of all students
- improve the mathematical skills of all students
- engage parents in the learning priorities of the school.

The Responsive Classroom, Community for Learning, and the Literacy Collaborative programs are used to address the above priorities.

The school council developed and distributed a community compact that outlines the responsibilities of teachers, students, principal, and parents in improving student performance. The Lowell School faculty is committed to differentiating instruction, helping students take more responsibility for their behavior and learning, and improving the home/school connection as the means to improving the achievement of all students in the Lowell Community.

School Construction

The Hosmer Elementary School opened on time for the 2002-2003 school year, with the support of Principal Griffin and the teaching staff.

The renovations included a beautiful new auditorium, office space, and classrooms.

At the Watertown High School, once again, students, staff and parents returned in the fall to many improvements, particularly infrastructure changes that enhanced safety and security in the building.

The Departments

The Social Studies Department

The Massachusetts Education Reform Act of 1993 set in motion the creation of curriculum frameworks in all disciplines.

These documents describe what students should know and be able to do in specific academic areas. The frameworks were then followed by the introduction of the MCAS (Massachusetts Comprehensive Assessment System) used to test all students in grades 4, 8, and 10 according to framework content. As a result, changes have resulted in major curriculum revision of the social studies program.

The study of early U.S. history and Massachusetts history, as well as the North American explorers, form the core of the third grade curriculum, along with a significant unit for Black History Month. The fourth grade focus has been expanded to include an introduction to archaeology to supplement the study of Ancient Civilizations. Fifth grade classes expanded their study of U.S. history to include early Native American societies. Second grades have also begun piloting materials appropriate to the study of early Native Americans in order to correlate with the framework.

Throughout the elementary grades, there is a continued emphasis on geography skills, including but not limited to map skills, with an increased attention to integrating the acquisition and application of those skills within specific content studies. To meet the needs of our diverse population, we have begun using resources with a wide range of readability, facilitating differentiated instruction. In addition, many teachers are actively integrating social science topics into the writing program.

Watertown's Middle School program will show considerable change, moving from United States history being taught at grades 6 and 7 to a World Geography program in grade 6 and an Ancient Civilizations program in grade 7. The current grade 8 global studies program will become a

United States history curriculum. Grades 6 and 7 are currently piloting the re-aligned program. In the next school year, grade 8 will also be aligned. The program in grades 9, 10, and 11 (World History I, World History II, and U.S. History) is fully aligned.

The High School curriculum has been re-aligned for the 2003-04 school year to reflect the significantly-different 2003 History and Social Studies Frameworks. Starting with the class of 2007, students will take a two-year U.S. history program in grades 9 and 10 that will include an Advance Placement option for students in grade 10. Grades 11 and 12 will be similarly re-aligned with offerings in world history, psychology, and law with future plans for other history and social science electives.

The Social Studies, History and Social Science Department is striving to provide to all students, the integration of content and critical thinking skills that will assist them in becoming well-informed, participatory citizens. Students are afforded the opportunity to use the skills and abilities they are acquiring to better understand the world around them. In recognition of the need for better understanding of the history and culture of the peoples of Asia, Africa, and other societies, ongoing emphasis continues with the study of non-western societies. There is also a continued focus on the centrality of western civilizations.

The community and the Social Studies Department interface in a variety of ways: parent support for major field trips; submission of feature articles to the local newspaper; and the connection to the Historical Society of Watertown. Essay contests provide an opportunity for students to use research skills and learn about the history of their community.

The Science Department

During the 2002-2003 school year, the Elementary Science Department continued to pilot and implement units recommended

by the National Science Foundation (NSF), focusing on an inquiry-based, constructivist approach. One exciting pilot requires students to prepare habitats for crickets, isopods, fish and aquatic snails. The students learn about the needs of various producers and consumers in their environments. "Ecosystems" has now been adopted as a fifth grade unit. Our new fourth grade unit, "Stories in Stones" from GEMS, encourages students to sort and observe various rocks and minerals to discover their properties, utilizing more of an inquiry approach than our previous rock unit. Grade 4 has also implemented a simple Machines unit that is integrated with the early civilization "Egypt" unit in Social Studies.

At the Middle School, eighth grade students participated in their annual Mount Monadnock interdisciplinary field trip. Under the coordination of Mr. Cedrone and Ms. Quattrini, they were also able to participate in the City Lab biotechnology workshops and the Enviro-Lab Program at UMass Boston.

Seventh graders attended the Boston Sea Rovers Ocean Science Conference.

Sixth graders were treated to a free show by Mr. Magnet from MIT. Ms. McGarrity and six students participated in the CodaChrome Workshop at MIT.

Students and staff continued their active involvement with the MetroLINC program, demonstrating their accomplishments at the annual Technology Showcase. Ms. Bebell and Mr. Gorman also presented at the National Computing Conference in Seattle last June. Ms. McGarrity presented at NELMS about StarLogo and at EDCO with Ms. Bebell about the use of PALMS in the science classroom.

In the High School Science Department several teachers earned recognition for their work in the sciences. Steve Wilson was awarded a Commendation from the U.S. Environmental Protection Agency for his work with students on the Charles River

with the Urban Ecology Institute at Boston College. He collaborated with Toby Philpott of the Special Education Department in the inclusion of his students in the program. Daniel Harrington was awarded a City Lab grant to provide biology students with a hands-on experience with the City Lab Biotechnology Program wherein students were able to conduct biotech labs in the portable lab trailer that was brought to WHS for two days. Thomas Wittenhagen was a workshop leader for the Northeastern University National Science Foundation Project SEED Physical Science program in which he was a founding member. Science Coordinator George Buckley was appointed to the New England Aquarium Board of Overseers in recognition of his work there and with environmental management.

Students Michael Cunningham and Jonathan Coughlin attended the Woods Hole Oceanographic Institution "Day of Science" program and were able to try on some of the latest deep sea diving helmets. Student Mark Steadman spent the summer as a Student Researcher at the Boston Biomedical Research Institute which later in the year hosted Mr. LaRocca's Advanced Placement Chemistry class for a tour and lecture.

In the Spring the Biology Club had a very successful trip to the island of Bonaire in the Netherlands Antilles where they studied coral reef ecology and management. Also in the Spring, a large group of students attended the Boston Sea Rovers Marine Careers conference as part of a grant program in the sciences. There they learned about Arctic research, deep caves ecology and fisheries biology. Several students earned Lowell Fellowships for study in courses at Harvard University and others earned recognition for their assistance on field programs conducted by the Environmental Management program there.

The Mathematics Department

Grade 2 teachers at the Cunniff School and Grade 1 teachers at the Lowell School have been working with researchers at EDC to

pilot test a new mathematics program being developed by EDC – Math Workshop.

The Counting Checklist has been piloted in many Grade K-1 classrooms, as well as with students in Grade 2 who are having difficulty in mathematics, to assess children's early numeracy strengths and areas in which the children need development.

The Challenge Program, implemented in Grades 3-5 by Toby Caplin, continues to provide a variety of activities designed to engage students in challenging mathematical thinking and problem-solving situations. The Math Department at the high school has been engaged in lesson study for the past three years. "Lesson Study" is a professional development process that teachers engage in to systematically examine their practice. The goal of lesson study is to improve the effectiveness of the experiences that teachers provide to their students. It is basically a simple idea. Teachers come together to talk about student learning. They plan a lesson. They observe the lesson being taught. They share what they learned from the observation. Then they revise the lesson and teach it again.

We have found several benefits to lesson study: (1) collaboration among the math teachers, (2) focus on student learning, (3) doing mathematics and learning new content, and (4) reflecting on our teaching. If professional development is going to make a difference to students in the classroom, it must be teacher-driven and student-focused. Lesson study is both of these things.

We plan to continue lesson study during the next school year and have been supported by a National Science Foundation grant through the Educational Development Center in Newton.

The English/Language Arts Department

In 2001, the Watertown elementary schools continued their collaboration with Lesley University to improve literacy instruction and learning in kindergarten through grade

5. The Hosmer School intermediate literacy leadership team attended five days of training at Lesley University in literacy and assessment and shared their learning with the staff. Primary literacy teams from the Cunniff and Lowell Schools finished their training in the literacy framework: phonemic awareness, systematic word study, phonics, guided reading, comprehension strategies, assessment to inform instruction, writing process, shared reading, interactive read aloud, shared and interactive writing. A primary grade teacher from the Lowell and Cunniff Schools began a year-long intensive training program to become a literacy coordinator. After training for all K-2 staff, baseline assessments were administered at all elementary schools.

Teachers in K-5 attended a series of training sessions with two nationally known consultants in writing workshops. They began implementing the model in their classrooms to improve student writing. Teachers were also trained in reader's workshop and guided reading during release-day sessions. They implemented this teaching approach, designed to help individual students learn how to process a variety of increasingly challenging texts with understanding and fluency. Teachers continued to align instruction to meet the standards of the state literacy frameworks and the system's goals.

The literacy leadership teams and system curriculum coordinator for reading/language arts conducted parent literacy nights at each of the elementary schools. The interactive sessions informed parents of the literacy initiatives.

At the Watertown Middle School, the English Language Arts Department continues to refine and revise the John Collins program, a portfolio workshop approach, concentrating on specific Focus Correction Areas (FCA's) in student writing. Introduced in 1997, this program has spread throughout all Middle School departments and continues today with quarterly portfolio reviews conducted by the District Leadership Team. To complement this Collins program, the

English Language Arts Department later investigated and added the LINKS writing method – a system which relies on paragraph templates and a list of transition words to train youngsters in the art of writing logically from topic sentence to concluding paragraph. Since both of these procedures stress mechanics, logical topic flow and style, a marked improvement has been noted in 6-8 writing.

Sixth, seventh and eighth grade teams of English Language Arts and Social Studies teachers were trained in the I-Search method of coordinating student research and the subsequent writing of an I-Search paper. Students conducted their planned research projects to complement the interdisciplinary nature of the Viewpoints program.

A Communities for Learning partnership continued its search for a program which will fit the Middle School profile. Professional development, contracted through the Instruction for All Students program, is finishing another year. A comprehensive school reform plan, called Turning Points, has been adopted and will be funded by a CSRD grant. Seventh grade English Language Arts MCAS tests continue to be administered during April and May and Department-wide writing proficiency exams are given to all sixth grades later in the spring.

At Watertown High School, English Department initiatives continue to flourish. The 9-12 curriculum has undergone an in-depth evaluation and revision, and a new senior course, Comparative Literature, has been introduced into the program of studies. Summer workshops were conducted, all of which have contributed to the enrichment of existing curriculum. MCAS retake tests will be administered to eleventh graders in November and December, as well as in April and May, along with the regular grade 10 MCAS testing. Professional development concentrates on those areas coinciding with both system and High School goals and objectives, while also preparing the WHS community for its New

England Association of Schools and Colleges (NEASC) accreditation team visit in March, 2004. Instruction for All Students continues to be offered to teachers and administrators entering their second year and a newly invigorated mentoring program is available to all first year teachers.

ELA teachers continue to win recognition in various fields. Monica Hiller directs the High School musicals and has completed a prestigious NIH summer fellowship in which she studied the Native American novel. Our newest department member, Kristin Johnson, will coordinate and direct the WHS literary magazine, *The Word Painter*. Maureen Regan will advise the 2004 WHS yearbook and Tom Neylon serves as a member of the faculty at Northeastern University. We are fathers, mothers, grandparents, writers, actresses, and musicians, but together we work to improve the reading, writing, speaking, listening, and thinking skills of Watertown's young men and women.

During the past several years many of our students have gained coveted acceptance to the Breadloaf Young Writer's Conference held each May at Vermont's Middlebury College. They are published in the *21st Century* and other well-known venues for aspiring poets, playwrights and novelists, and they win numerous local, state and national contests. In addition, several juniors have won national placement in the Word Masters Challenge contest for 2003, a nationally ranked SAT prep program.

One of the highlights of the English Department year has always been working in conjunction with the Watertown Public Library and its Young Adult staff. Along with an annual Book Talk held for ELA teachers at the Watertown Public Library, and frequent classroom visitations from their librarians, the ELA Department conducts an annual summer reading program for all K-12 youngsters. We attempt to provide maximum opportunities for our students to succeed. The Watertown Public Schools English Department is committed to the pursuit of excellence.

The Occupational Education Department

The high school program areas of Occupational Education (Business Education, Family and Consumer Science, and Industrial Technology) are continuously refining their curricula to prepare students to problem solve in a workplace undergoing constant change.

Reflecting the skills and competencies noted in the SCANS Report (Secretary's Commission on Achieving Necessary Skills – U.S. Secretary of Labor) as well as the standards under the various curriculum frameworks, our courses offer students opportunity for career awareness and preparation for future success. Technology is an integral part of our course offerings. Students learn to select and apply technological skills to make personal and business decisions.

Through the use of the Computer strand of the state frameworks, middle school programs introduce students to the world of Industrial Technology, Family and Consumer Science, and business/information technology. Each content area provides students with introductory, real-life situations or problems and the skills and abilities with which to solve them. They learn to design and construct a simple machine for problem solving. They learn refusal skills for making personal decisions while respecting cultural and ethnic differences. They learn to create a database, spreadsheet, or presentation to accommodate a business problem. Students also learn to conduct research and create a presentation for another class.

The Physical Education, Health and Athletics Department

The Physical Education Department offers students a wide range of activities. The program is developmental at the elementary level, emphasizing social, physical and mental health promotion and developing gross motor skills. At the Middle School, the curriculum includes health promotion and safety, individual/team sports, fitness assessment, Project Adventure and

self-testing skills. The High School curriculum includes a Wellness Course for Grade 9, focusing on health-related fitness, team/individual sports, and social interaction. Life Fitness for upper classmen and women focuses on creating a wellness plan, developing physical and social skills related to individual/team sports, and incorporating health-related concepts into the physical education class.

Health instruction is provided for all students K-12. The health/physical education curriculum is aligned to meet the Massachusetts State Curriculum Frameworks and the NASPE Standards. Health is also required for grade 9. This curriculum provides the knowledge and basis for students to make life-long healthy lifestyle decisions. An elective health course is also offered to upper classmen and women, focusing on current health issues. Activities are provided which promote social interaction, safety, and respect.

Many opportunities in student support and staff development are funded through the Drug Free Schools grant. Programs such as Youth on Board, Peer Mediation, alcohol and drug awareness, A Watertown Alcohol Rehabilitation Experience (AWARE), Project Alliance Membership, CPR instruction, Smoking cessation and Adolescent Assault Prevention are available to both staff and students.

The Department of Foreign Languages

The study of French, Italian and Spanish continues to begin at Grade 6 and culminates at the High School level. Students not only learn to speak, read and write the target language, but also gain an appreciation of the culture and civilization of the country where the languages are spoken. Statistics from the annual open-ended assessment show that 70% of the students (in grade 10) scored a "B" or better in writing and 72% of the students (in grade 11) scored the same or better in oral proficiency. Of the Watertown students who took the National French Exam, 51% scored above the State and National levels.

Students of French celebrated National French Week in the fall, and enjoyed learning French and Canadian folk dances from some members of the staff. They participated in a culture bee, ate French lunches in the cafeteria prepared by the cafeteria staff, made commercials on video and impressed one another with their diverse talents.

The International Club celebrated cultural diversity at the High School and enjoyed monthly student presentations about Egypt and Pakistan and many other countries.

The teaching staff in the Department began the arduous task of self-study in the Curriculum Cycle. The surveyed administrators, staff and parents tabulated the results along with the report. Curriculum mapping was completed in all languages.

Students expanded study of their respective target languages by participating in various field trips to museums and restaurants.

The Fine, Applied, and Performing Arts Department

By September of 2002, the string program had its largest enrollments, being in all three Middle School grades and having the largest combined 4-5th grade enrollments ever.

Also, at the Middle School, due to the combined efforts of Dr. Schuetze (Fine Arts Director and Strings Program Conductor) and Mr. Wallace (Middle School Band Director), members of the 7-8th grade band were combined with the 7-8th grade string orchestra to create a full orchestra numbering over 50 players, performing successfully on both Spring and Winter Concerts, as well as Bandarama in March.

We look forward to adding the strings to the High School music ensemble curriculum in 2003-04, beginning with just the 9th grade class that year and adding another grade level each year for the next four years.

The Visual Art Department held its annual Art Show at the Watertown Mall. Artwork

created by grade K-12 students was exhibited for three weeks. Also, a number of students submitted their work in the February Globe Scholastic Art Competition. The prize-winning pieces were displayed at the Transportation Building in Boston during the month of March.

The Special Education Department

The Department of Special Education Services continues to develop and implement program and service initiatives for students with special needs. As the needs of the population change, especially at the preschool level, programs and services that need to be in place to serve the students also change. As students with disabilities transition from the Integrated Preschool Program, services at the elementary level, at times, are expanded to accommodate their needs. This increase of services is often in the form of instructional assistants, consulting and related services.

Throughout the school system at all levels, special education services are reviewed annually to ensure that there are appropriate programs and services in place. With an increase in the developmentally disabled population, middle and high school programming is now focused on revising programs to have a vocational and pre/life skill approach.

Efforts continue to enable special needs students to spend a greater portion of their school day in their regular classes with peers. Professional development for classroom teachers, support personnel and related providers is an ongoing activity of the school department.

The Early Childhood Education Department

The Watertown Public Schools continue to demonstrate a high level of commitment to Early Childhood Education through excellent programming initiatives and outreach. Early Childhood Programming and Services have been enhanced by continuation grants and new funding.

The Community Partnership Grant distributes funds to private and public childcare providers to enhance quality, collaboration and comprehensive programming. Professional development programs are underway to establish national accreditation, community-wide kindergarten assessment and planning, and support for diverse learners in all childcare programs.

Another grant initiative supports special education programming at the Watertown Public School Preschool Program. Through this grant we have been able to develop a summer program and increase parent outreach and professional development. These activities enrich our excellent integrated model at the Hosmer-East building.

The Public Schools offer half-day programming and a full-day Pre-K program at the Hosmer School and Lowell School. These classes are inclusion model classes, where typical and special needs children work together in a learning environment that embraces individual differences and strengths while supporting the needs of all children. A devoted faculty and program staff support children and their families in an excellent start to their educational career. Parents are an integral part of the program planning and are a focus for support, resource and referral. A Parent Advisory Council meets the third Thursday of each month.

Guidance Department

The Watertown Guidance Program provides activities, interventions and services that assist students in achieving their maximum personal development, both as learners and as human beings. Guidance and counseling are vital components of the educational process, which help students recognize their needs and abilities, and develop strategies to realize their full potential. The primary role of the guidance staff is to implement a developmental guidance program that will help all students acquire skills in the educational, personal and vocational areas necessary for living in a multicultural society. Guidance counselors

act as student advocates and work closely with other educators, parents and community members to provide opportunities for students to develop self-understanding, self-evaluation, and self-direction in order to lead productive, fulfilling lives.

Classroom-guidance programs are offered at all grade levels throughout the system. Topics addressed include orientation to the high school and middle school, testing awareness and interpretation, post high school planning, communication skills, conflict resolution, study skills, career development and violence prevention. Counselors at all levels work directly with students in one-to-one, small group and large group settings. By monitoring progress and coordinating a wide variety of resources, counselors reach out to students and parents in times of need.

At the elementary level, new partnerships with parents have been forged through implementation of the School-Linked Services Grant activities, a support group for fathers, monthly morning coffees, and outreach breakfasts on child development and transition issues. The middle school counselors have implemented a set of small group counseling programs on dealing with divorce issues, anger management and developing friendships. The high school program saw the implementation of a new "self-assessment, goal-setting" graduation requirement which led to increased individual and small group contact between students and counselors each year.

Other Programs

Peer Mediation: Life Skills for All

Peer Mediation continues to thrive throughout the system, providing opportunities for students to resolve interpersonal conflicts respectfully. Peer Mediation begins at the elementary level in the fourth and fifth grades with guidance counselors introducing mediation in the classrooms. This fall, High School mediators began going into elementary schools to advertise mediation programs. This has been very successful – the younger children love to talk with and

ask the "bigger" kids questions about mediation and about the high school in general.

The programs at the Middle School and the High School continue successfully. In an effort to continue to improve the program and help students gain new skills, several training programs are scheduled. Referrals come to Peer Mediation from teachers, staff and students.

Professional Development

The 2001-2002 Professional Development Program for the Watertown Public Schools was building-based. Each school designed a program to meet the needs of its staff and students. The elementary schools collaborated on some training. All staff participated in 11 half days of professional development from September to May.

Watertown High School's program focused on three themes: Techniques to engage students in dialog and discussion; building a collaborative teaching and learning environment; and planning for restructuring. Training sessions were presented by consultants from the Center for Collaborative Education.

Watertown Middle School's professional development program focused on building high performing teacher teams and integrating technology into teaching and learning. Training was, once again, provided by staff from the New England League of Middle Schools.

Much of the elementary program featured training in literacy and elements of the Communities for Learning school reform model. Specific workshops focused on assessing literacy development, matching students to text, guided reading, leveling books and examining and analyzing student work samples to determine instructional priorities.

The Watertown Preschool developed its own professional development program, which focused on working towards accreditation by the National Academy for the Education of Young Children. Preschool

staff also worked on developing professional portfolios and the Work Sampling assessment system.

Additional professional development opportunities included after school workshops featuring training in technology, first aid, CPR, reading and writing across the curriculum, assessment and social studies. Approximately half of the teachers in grades K-2 and 3-5 were trained in the techniques of writing workshop. The K-2 staff participated in training with Maryellen Giacobbe and the intermediate staff with Joanne Hindley. Both Ms. Giacobbe and Ms. Hindley are nationally recognized experts in the field of writing instruction. 20 special education teachers across the district were trained in the Wilson Reading Program. The Program provides one-to-one instruction for students with learning disabilities. 24 teachers completed the course Instruction for All Students, which provides training in the techniques of standards based teaching. 20 teachers participated in the Teachers As Scholars program, which offers seminars presented by faculty from surrounding colleges and universities. Seminar topics included philosophy and religion; literature; the fine arts; history; and science, math and technology.

Community Education

The Watertown Community Education Program is a self-sustaining program of the Watertown Public Schools. It includes the Adult and Community Education Program, the Before School Program in all three Elementary Schools, the Hosmer Extended Day Program, the Cunniff Voyager Program, and the Summer School Program.

The Adult Education Program provides learning opportunities in a wide range of subjects including: computers, crafts, music, photography, landscaping design, cooking, exercise, golf lessons and Project Literacy (free English as a Second Language classes). The Before School Program provides a safe place for elementary students before the start of the regular school day. The Hosmer Extended Day Program and the

Voyager Program provide after school care for children (Grades PreK-5) from the close of school until 6:00 PM each day. The Summer Program consists of an early childhood and special education component as well as an academic program and an enrichment component. Academic courses are designed for students who wish to improve a low or failing grade. The Enrichment Program provides a variety of courses including arts and crafts, computers, and a variety of other classes for students from grades K through 9.

Watertown Community Education is committed to building partnerships that will create and continue to provide programs that meet the needs of adults, families and children in Watertown.

Voting Results

WATERTOWN DEMOCRATIC PRIMARY 9/17/02												
PRECINCT #	1	2	3	4	5	6	7	8	9	10	11	TOTALS
SENATOR												
KERRY	365	357	450	614	487	422	509	548	289	558	464	487 5613
WRITE INS	5	3	3	2	5	3	3	3	2	4	10	2 45
BLANKS	73	60	90	107	77	60	117	99	69	105	101	90 1038
TOTALS	443	420	549	723	569	485	718	648	330	667	575	589 6696
GOVERNOR												
BIRMINGHAM	33	21	32	49	46	57	38	42	28	48	27	35 454
CROSSMAN	1	0	2	0	3	0	1	0	1	0	0	0 11
O'BRIEN	79	48	82	138	90	75	106	96	85	89	73	72 988
REICH	90	66	97	150	108	89	120	118	50	88	52	89 1095
TOLMAN	239	283	331	382	309	254	447	351	184	439	419	406 4091
WRITE INS	0	0	0	0	1	1	2	0	0	0	0	1 5
BLANKS	4	4	5	4	5	8	5	4	7	4	8	60 60
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
LT. GOVERNOR												
GABRIELLI	182	184	218	243	205	176	270	255	128	270	241	215 2169
PIRES	140	128	170	243	183	175	286	227	101	207	184	173 2167
SLATTERY	87	62	70	143	93	80	111	99	65	116	80	125 1111
WRITE INS	1	1	0	2	6	0	2	0	1	0	1	1 15
BLANKS	53	65	90	92	62	55	99	72	37	74	69	75 843
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
ATTORNEY GENERAL												
REALLY	340	328	438	592	450	410	594	549	277	675	484	496 5530
WRITE INS	1	3	1	3	0	2	1	0	2	1	5	3 22
BLANKS	192	89	110	128	99	73	123	102	51	91	86	90 1144
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
SECRETARY OF STATE												
GALVIN	319	293	396	515	419	371	529	487	238	517	442	445 4974
WRITE INS	2	3	0	2	1	0	1	0	1	0	2	3 9
BLANKS	122	124	153	206	129	113	186	160	88	150	131	138 1763
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
TREASURER												
M. CAVILL	67	65	74	91	61	49	90	81	42	94	73	64 816
T. CAVILL	107	105	137	138	175	124	191	188	80	214	185	181 1884
MURPHY	81	76	75	82	72	61	185	123	61	118	109	146 1189
SEGEL	115	82	140	238	134	135	157	130	88	131	114	119 1584
WRITE INS	0	1	0	0	2	0	0	2	0	0	1	0 0
BLANKS	78	91	123	176	105	86	145	124	59	110	92	99 1287
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
AUDITOR												
GENUCCI	315	295	373	476	400	368	506	496	248	520	453	465 4905
WRITE INS	1	1	1	1	1	1	2	1	3	1	3	1 17
BLANKS	128	124	175	248	149	118	210	183	79	145	119	122 1774
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
REPRESENTATIVE IN CONGRESS												
MACKAY	289	266	360	485	384	342	496	443	208	468	394	398 4531
HALL	79	87	79	88	79	61	190	95	80	99	95	97 1008
WRITE INS	0	0	1	0	0	0	1	0	0	0	0	0 2
BLANKS	75	87	136	140	86	82	121	119	62	102	86	94 1154
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
GOVERNORS COUNCILLOR												
DEVANEY	326	303	383	431	365	358	485	470	240	519	464	449 4813
WRITE INS	4	2	3	5	3	3	8	4	4	4	6	3 52
BLANKS	113	115	163	206	161	124	225	174	86	144	103	127 1831
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
STATE SENATOR												
TOLMAN	349	345	440	590	455	399	594	549	280	571	494	508 5552
WRITE INS	2	2	0	1	2	2	2	0	4	0	3	1 19
BLANKS	92	73	109	132	92	84	122	99	95	96	78	82 1125
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
STATE REPRESENTATIVE TWENTY NINTH MIDDLESEX												
KAPRELIAN	352	340	419	591	453	393	579	533	253		485	500 4904
WRITE INS	1	1	17	3	3	1	1	1	3		1	4 36
BLANKS	90	73	112	129	93	91	139	114	74		89	85 1089
TOTALS	443	420	549	723	549	485	718	648	330	0	575	589 6029
STATE REPRESENTATIVE TENTH MIDDLESEX												
KOUTOUJIAN										503		
WRITE INS										0		
BLANKS										184		
TOTALS	0	0	0	0	0	0	0	0	0	687	0	687
REGISTER OF PROBATE												
BUONOMO	193	195	235	299	242	214	328	289	128	328	280	265 3002
HARPELL	82	69	85	100	88	70	190	95	41	82	79	88 979
MALMORON	58	45	69	83	77	60	82	79	72	128	88	92 928
WRITE INS	1	1	0	0	1	0	1	0	1	0	0	2 8
BLANKS	112	111	160	261	140	121	209	179	90	130	128	142 1779
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696
DISTRICT ATTORNEY												
COARLEY	328	312	393	531	419	380	548	503	239	523	456	463 5093
WRITE INS	3	2	0	1	128	4	1	2	6	2	4	4 156
BLANKS	112	106	159	191	2	101	171	143	88	142	115	122 1447
TOTALS	443	420	549	723	549	485	718	648	330	667	575	589 6696

170 E. Edge

James J. Zito
 Patricia C. Roscillo
 Antonio A. Martinez
 J. B. B.

WATERTOWN REPUBLICAN PRIMARY 9/17/02													
PRECINCT #	1	2	3	4	5	6	7	8	9	10	11	12	TOTALS
SENATOR													
WRITE INS	4	6	4	12	8	8	9	7	4	8	9	6	85
BLANKS	82	53	82	82	58	53	81	77	48	94	80	83	853
TOTALS	86	59	86	94	66	61	90	84	52	102	89	89	938
GOVERNOR													
ROMNEY	77	49	59	83	63	49	83	70	44	83	75	78	828
WRITE INS	0	0	0	2	0	1	0	0	1	0	1	2	7
BLANKS	9	10	7	9	3	11	7	8	7	9	13	9	102
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
LT. GOVERNOR													
HEALEY	59	40	43	85	33	37	61	56	31	65	49	52	591
RAPPAPORT	24	16	23	29	30	23	25	27	21	34	36	34	322
WRITE INS	0	0	0	0	0	0	0	1	0	0	1	1	3
BLANKS	3	3	0	0	3	1	4	1	0	2	3	2	22
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
ATTORNEY GENERAL													
WRITE INS	4	2	4	3	8	7	8	5	1	7	7	5	61
BLANKS	82	57	82	91	58	54	82	79	51	95	82	84	877
TOTALS	86	59	86	94	66	61	90	84	52	102	89	89	938
SECRETARY OF STATE													
ROBINSON	43	30	35	41	42	28	47	36	28	54	43	37	464
WRITE INS	0	1	1	1	1	0	0	2	0	1	1	0	8
BLANKS	43	28	30	52	23	33	43	46	24	47	45	52	466
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
TREASURER													
GRABAUSSKAS	26	25	30	37	34	26	39	38	15	51	43	43	408
HERZFELDER	40	18	25	39	23	20	33	29	31	35	30	30	353
WRITE INS	1	1	0	0	0	0	0	1	0	0	0	1	4
BLANKS	19	15	11	18	9	15	18	15	6	16	16	15	173
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
AUDITOR													
WRITE INS	1	3	1	2	6	4	5	3	1	4	3	3	36
BLANKS	85	56	65	92	60	57	85	81	51	98	86	86	802
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
REPRESENTATIVE IN CONGRESS													
WRITE INS	5	2	2	5	7	2	8	4	1	5	7	4	52
BLANKS	81	57	64	89	59	59	82	80	51	97	82	85	886
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
GOVERNORS COUNCILOR													
WRITE INS	5	3	2	5	7	2	8	3	1	5	5	3	49
BLANKS	81	56	64	89	59	59	82	81	51	97	84	86	889
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
STATE SENATOR													
WRITE INS	5	2	1	3	7	2	7	3	1	5	4	4	44
BLANKS	81	57	65	91	59	59	83	81	51	97	85	85	894
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
STATE REPRESENTATIVE TWENTY NINTH MIDDLESEX													
WRITE INS	3	2	1	3	7	2	6	3	1		5	6	39
BLANKS	83	57	65	91	59	59	84	81	51		84	83	797
TOTALS	86	59	66	94	66	61	90	84	52	0	89	89	836
STATE REPRESENTATIVE TENTH MIDDLESEX													
WRITE INS										5			
BLANKS										97			
TOTALS	0	0	0	0	0	0	0	0	0	102	0	0	102
REGISTER OF PROBATE													
LAMBERT	50	35	46	64	47	34	53	50	35	69	52	49	584
WRITE INS	0	0	0	0	0	0	0	1	0	0	0	0	1
BLANKS	36	24	20	30	19	27	37	33	17	33	37	40	353
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938
DISTRICT ATTORNEY													
WRITE INS	4	3	1	3	7	2	6	4	0	5	5	4	44
BLANKS	82	56	65	91	59	59	84	80	52	97	84	85	884
TOTALS	86	59	66	94	66	61	90	84	52	102	89	89	938

705 E. Edge

Donna J. J. J.
 Patricia C. Robinson
 Cynthia A. Kelley
 J. J. J.

WATERTOWN LIBERTARIAN PRIMARY 9/17/02													
PRECINCT #	1	2	3	4	5	6	7	8	9	10	11	12	TOTALS
SENATOR													
CLOUD	1	1	2	1	1	0	0	1	0	0	0	0	
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
GOVERNOR													
HOWELL	1	1	2	1	1	0	0	1	0	0	0	0	7
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
LT. GOVERNOR													
AUCON	1	1	2	1	1	0	0	1	0	0	0	0	7
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
ATTORNEY GENERAL													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	1	2	1	1	0	0	1	0	0	0	0	7
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
SECRETARY OF STATE													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	1	2	1	1	0	0	1	0	0	0	0	7
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
TREASURER													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	1	2	1	1	0	0	1	0	0	0	0	7
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
AUDITOR													
JAIN	0	1	0	0	1	0	0	1	0	0	0	0	
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	0	2	1	0	0	0	0	0	0	0	0	4
TOTALS	1	0	2	1	0	0	0	0	0	0	0	0	4
REPRESENTATIVE IN CONGRESS													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	1	2	1	1	0	0	1	0	0	0	0	7
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
GOVERNORS COUNCILLOR													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	1	2	1	1	0	0	1	0	0	0	0	7
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
STATE SENATOR													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	1	2	1	1	0	0	1	0	0	0	0	7
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
STATE REPRESENTATIVE TWENTY NINTH MIDDLESEX													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	1	2	1	1	0	0	1	0	0	0	0	7
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7
STATE REPRESENTATIVE TENTH MIDDLESEX													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0	0	0	0	0	0	0	0
REGISTER OF PROBATE													
WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
BLANKS	1	1	2	0	1	0	0	1	0	0	0	0	6
TOTALS	1	1	2	0	1	0	0	1	0	0	0	0	6
DISTRICT ATTORNEY													
WRITE INS	0	0	1	0	0	0	0	0	0	0	0	0	1
BLANKS	1	1	1	1	1	0	0	1	0	0	0	0	6
TOTALS	1	1	2	1	1	0	0	1	0	0	0	0	7

100 E. Edge

Chen, J. J.
Arthur C. Rasmussen
Curtis A. Kitting
J. B.

WATERTOWN MASSACHUSETTS GREEN PARTY PRIMARY 9/17/02														
	PRECINCT #	1	2	3	4	5	6	7	8	9	10	11	12	TOTALS
SENATOR														
	WRITE INS	0	0	0	0	4	0	0	0	0	0	0	0	4
	BLANKS	1	0	0	0	0	5	0	2	0	0	0	0	8
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
GOVERNOR														
	STEIN	0	0	0	0	4	5	0	2	0	0	0	0	11
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	0	0	0	0	0	0	0	0	1
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
LT. GOVERNOR														
	LORENZEN	1	0	0	0	4	4	0	2	0	0	0	0	11
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	0	0	0	0	0	1	0	0	0	0	0	0	1
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
ATTORNEY GENERAL														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	5	0	2	0	0	0	0	12
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
SECRETARY OF STATE														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	5	0	2	0	0	0	0	12
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
TREASURER														
	O'KEEFE	1	0	0	0	4	4	0	2	0	0	0	0	11
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	0	0	0	0	0	1	0	0	0	0	0	0	1
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
AUDITOR														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	5	0	2	0	0	0	0	12
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
REPRESENTATIVE IN CONGRESS														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	5	0	2	0	0	0	0	12
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
GOVERNORS COUNCILLOR														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	5	0	2	0	0	0	0	12
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
STATE SENATOR														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	5	0	2	0	0	0	0	12
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
STATE REPRESENTATIVE TWENTY NINTH MIDDLESEX														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	5	0	2	0	0	0	0	12
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
STATE REPRESENTATIVE TENTH MIDDLESEX														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	0	0	0	2	0	0	0	0	3
	TOTALS	1	0	0	0	0	0	0	2	0	0	0	0	3
REGISTER OF PROBATE														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	5	0	2	0	0	0	0	12
	TOTALS	1	0	0	0	4	5	0	2	0	0	0	0	12
DISTRICT ATTORNEY														
	WRITE INS	0	0	0	0	0	0	0	0	0	0	0	0	0
	BLANKS	1	0	0	0	4	0	0	2	0	0	0	0	7
	TOTALS	1	0	0	0	4	0	0	2	0	0	0	0	7

100 E. D. J.

Donna J. J. J.
 Kenneth C. J. J.
 Cynthia J. J.
 Dr. J. J.

STATE ELECTION
NOVEMBER 5, 2002

Precinct	Total Votes												Grand Total	Pct of Vote
Cast	Prec A-1	Prec A-2	Prec A-3	Prec A-4	Prec B-5	Prec B-6	Prec C-7	Prec C-8	Prec C-9	Prec D-10	Prec D-11	Prec D-12		
OFFICES AND CANDIDATES														
Total Eligible Voters	1502	1576	1842	1911	1831	1664	1888	1879	1249	1811	1792	1770	20718	
Total Votes Cast	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
% Voting	57.1%	52.9%	55.6%	64.8%	57.7%	57.1%	65.1%	62.4%	51.6%	62.9%	58.7%	59.0%	59.1%	
Senator in Congress														
Blanks	85	69	78	112	78	64	91	92	51	87	69	93	969	7.91%
John F. Kerry	122	638	762	895	781	728	941	871	480	852	832	795	9185	75.02%
Michael E. Cloud	133	99	143	166	149	141	100	165	100	185	138	144	1721	14.06%
Write-ins for Randall Caroline Forsberg	18	25	33	63	42	19	31	41	12	13	10	19	320	2.66%
Other Write-ins	1	3	8	2	6	0	8	3	2	3	3	3	42	0.34%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Governor and Lieutenant Governor														
Blanks	10	7	13	2	9	5	5	10	10	4	14	10	99	0.81%
Howell and Aucon	7	12	8	7	10	10	6	8	6	14	9	15	112	0.91%
O'Brien and Gabrieli	449	438	578	714	577	514	635	548	341	554	499	532	6379	52.10%
Romney and Healey	352	343	379	440	389	353	532	539	200	515	478	430	5026	41.05%
Stein and Lorenzen	37	30	44	66	62	56	47	95	22	42	48	50	593	4.82%
Johnson and Scheibel	3	4	2	2	7	6	4	9	6	10	3	5	62	0.51%
Write-ins	0	0	0	1	2	2	1	3	0	1	1	1	12	0.10%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Attorney General														
Blanks	176	162	208	219	180	164	201	182	102	106	152	189	2131	17.41%
Thomas F. Reilly	677	661	806	1016	872	779	1017	980	534	931	891	849	10012	81.78%
Write-ins	5	11	11	3	4	7	12	10	9	13	9	6	100	0.82%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Secretary of State														
Blanks	91	85	110	102	91	83	116	104	73	104	83	100	1142	9.33%
William Francis Galvin	595	596	745	929	784	725	900	868	450	834	779	783	8988	73.41%
Jack E. Robinson, III	172	151	163	205	180	2	214	198	119	199	188	159	1960	15.93%
Write-ins	0	2	6	2	1	140	0	2	3	3	2	2	163	1.33%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Treasurer														
Blanks	63	83	78	60	60	58	81	78	42	72	64	71	815	6.60%
Timothy P. Cahill	422	428	517	621	576	509	501	589	337	585	545	561	6287	51.35%
Daniel A. Grabauskas	297	243	323	418	299	300	432	404	215	391	368	344	4034	32.95%
James O'Keefe	76	82	136	130	120	82	108	100	50	92	75	68	1089	8.89%
Write-ins	0	1	0	5	1	1	8	1	1	0	0	0	18	0.15%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Auditor														
Blanks	124	123	132	177	126	100	145	110	65	103	110	107	1422	11.61%
A. Joseph DeNucci	566	574	720	864	755	712	900	899	477	807	785	804	8943	73.05%
Kamal Jain	39	33	58	57	57	43	41	46	38	51	53	42	558	4.56%
John James Xanakis	128	103	113	139	118	93	139	115	82	99	103	91	1303	10.64%
Write-ins	1	1	1	1	0	2	5	2	3	0	1	0	17	0.14%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Representative in Congress														
Blanks	215	199	249	271	222	204	272	271	146	270	204	248	2770	22.63%
Edward J. Markey	635	621	758	936	815	738	939	875	487	849	833	786	9272	75.73%
Write-ins for Daniel Melnychuk	3	6	8	24	16	5	11	15	2	5	0	1	96	0.78%
Other Write-ins	5	8	10	7	3	3	8	11	10	16	15	9	106	0.86%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Governors Councilor														
Blanks	199	200	243	384	288	232	304	283	153	240	204	263	2963	24.20%
Marilyn Pettito Devaney	653	628	770	831	784	714	911	897	486	888	834	772	9168	74.88%
Write-ins	6	11	13	4	4	15	12	6	12	14	9	112	0.91%	
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Senator in General Court														
Blanks	190	156	210	228	182	182	219	196	130	202	166	194	2245	18.34%
Steven A. Tolman	668	674	808	1050	869	763	1006	966	508	924	871	854	9916	80.99%
Write-ins	0	4	6	5	5	5	10	7	7	14	15	6	82	0.67%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Rep. in General Court 10th Middlesex District														
Blanks	-	-	-	-	-	-	-	-	-	201	-	-	201	24.95%
Peter J. Koulojan	-	-	-	-	-	-	-	-	-	847	-	-	847	74.30%
Write-ins	-	-	-	-	-	-	-	-	-	12	-	-	12	1.05%
TOTAL	0	0	0	0	0	0	0	0	0	1140	0	0	1140	
Rep. in General Court 29th Middlesex District														
Blanks	182	153	207	257	204	205	224	221	142	-	182	217	2194	19.76%
Rachel Kaprielian	673	675	809	972	849	738	1000	939	493	-	855	820	8825	79.49%
Write-ins	3	6	8	5	3	3	12	7	15	7	84	-	94	0.76%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	0	1052	1044	11103	
District Attorney														
Blanks	214	204	253	301	221	198	273	243	148	252	197	239	2753	22.49%
Martha Coakley	640	625	766	934	832	743	950	919	491	861	847	797	9405	76.82%
Write-ins	4	5	5	3	3	9	7	10	6	17	8	8	85	0.69%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Register of Probate														
Blanks	133	142	163	207	181	148	194	164	104	153	143	144	1850	15.16%
John R. Buonomo	496	518	655	757	659	597	757	734	383	698	656	665	7574	61.86%
John W. Lambert	227	172	206	273	235	203	276	272	157	208	252	233	2794	22.82%
Write-ins	2	2	0	1	1	1	2	3	2	1	1	2	19	0.16%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Question 1														
Blanks	133	108	137	128	78	105	108	114	108	113	132	134	1394	11.39%
Yes	307	327	361	366	385	352	416	434	232	471	414	367	4427	36.16%
No	418	494	526	744	593	493	708	624	307	556	506	543	6422	52.45%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Question 2														
Blanks	125	62	91	81	55	96	58	137	57	93	83	78	1016	8.30%
Yes	438	452	520	575	551	471	664	630	381	671	635	570	6538	53.40%
No	295	320	413	582	450	383	508	405	227	376	334	396	4689	38.30%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Question 3														
Blanks	122	46	73	94	63	93	70	131	51	100	85	84	1012	8.27%
Yes	253	283	361	570	387	309	429	385	194	316	274	307	4050	33.08%
No	483	505	590	568	606	552	731	678	400	724	693	653	7181	58.65%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	1140	1052	1044	12243	
Question 4														
Blanks	195	138	180	236	184	204	228	265	138	-	189	180	2137	19.25%
Yes	405	471	546	667	523	456	609	563	290	-	478	485	5493	49.38%
No	258	225	298	335	349	290	393	344	221	-	365	379	4613	31.37%
TOTAL	858	834	1024	1238	1056	950	1230	1172	645	0	1052	1044	12243	



*The Town Seal
Designed by Charles Brigham, Architect*